



**Brawley City Council &
Successor Agency to Brawley
Community Redevelopment Agency
Regular Meeting Agenda
Tuesday, October 2, 2018 @ 6:00 PM
City Council Chambers
383 Main Street
Brawley, California 92227**

George A. Nava, Mayor
Donald L. Wharton, Mayor Pro-Tempore
Norma Kastner-Jauregui, Council Member
Luke Hamby, Council Member
Sam Couchman, Council Member

Alma Benavides, City Clerk
William S. Smerdon, City Attorney/
City Treasurer
Rosanna Bayon Moore, City Manager/
Executive Director

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

1. APPROVAL OF AGENDA

2. PUBLIC APPEARANCES/COMMENTS (Not to exceed 4 minutes) this is the time for the public to address the Council **on any item not appearing on the agenda** that is within the subject matter jurisdiction of the City Council. The Mayor will recognize you and when you come to the microphone, please state your name for the record. You are not allowed to make personal attacks on individuals or make comments which are slanderous or which may invade an individual's personal privacy. **Please direct your questions and comments to the City Council.**

- a. Introduction of Accounting Assistant Carmen Espino by Rosa Ramirez, Finance Director.
- b. Mayor's Presentation of Proclamation Declaring the Week of October 7-13, 2018 as 4-H Week to Brawley Magnolia 4-H. **Pg 4**

3. CONSENT AGENDA Items are approved by one motion. Council Members or members of the public may request consent items be considered separately at a time determined by the Mayor.

- a. Approve Accounts Payable: September 20, 2018 **Pgs 5-19**
- b. Approve Request to Supply Jack Brothers, Inc. a Maximum of 10,000 Gallons per Week with Potable Water for Agricultural Commercial Activities Outside of City Limits Through May of 2019. **Pgs 20-24**

4. REGULAR BUSINESS

- a. Presentation by Sean Wilcock, IVEDC Vice President of Business Development, of Brawley Brownfields Initiative. **Pgs 25-36**
- b. Discussion and Potential Action to Authorize the Upgrade of the City of Brawley Communications Center Utilizing Federal Asset Forfeiture Funds in the Amount of \$33,942.52 with 100% Reimbursement by the California 9-1-1 Emergency Communications Branch. **Pgs 37-77**
- c. Discussion and Potential Action to Approve the Microsoft Enterprise Volume Software Licensing Agreement for Email, Business Software and Operating Systems, Scheduled to Expire October 31, 2018 in the Amount of \$31,981.91 per Year for Three Years. **Pgs 78-94**
- d. Discussion and Potential Action to Adopt a City Council Resolution to Approve the City of Brawley Social Media Policy. **Pgs 95-111**

5. DEPARTMENTAL REPORTS

- a. Monthly Staff Report for September 2018, Prepared by Shirley Bonillas, Personnel & Risk Management Administrator. **Pg 112**
- b. Presentation of Non-Motorized Transportation Plan Presentation by Andrea Montano, Planning Technician. **Pgs 113-119**

6. INFORMATIONAL REPORTS

- a. Record of Building Permits for August 2018 in the City of Brawley, Prepared by Oscar Escalante, Interim Building Official. **Pgs 120-121**

7. CITY TREASURER REPORT

- a. City of Brawley Investment Activity Reports as of March 2018 and June 2018
Pgs 122-125

8. CITY COUNCIL MEMBER REPORTS

9. CITY MANAGER REPORT

10. CITY ATTORNEY

11. CITY CLERK REPORT

12. CLOSED SESSION

- a. POTENTIAL LITIGATION
(C.G.C. Section §54956.9)
Conference with Legal Counsel - One (1) Case
- b. EXISTING LITIGATION
(C.G.C. Section §54956.9)
Conference with Legal Counsel – One (1) Case
Maria Garcia vs. City of Brawley

ADJOURNMENT Regular Meeting, **Tuesday, October 16, 2018 @ 6:00 PM**, 383 Main Street, Brawley, California. Supporting Documents are available for public review in the Office of the City Clerk, 383 Main Street, Brawley, California 92227 - Monday through Friday during Regular Business Hours; Individuals who require special accommodations are requested to give 48 hours prior notice. Contact: Office of the City Clerk @ 760-351-3080.

Alma Benavides, City Clerk



Proclamation

National 4-H Week October 7-13, 2018

WHEREAS, 4-H is America's largest youth development organization, having supported almost six million youth across the country thus far; and

WHEREAS, 4-H has helped over 7,000 youth each year in Imperial County to become confident, independent, resilient and compassionate leaders; and

WHEREAS, 4-H has been helping youth and adults learn and grow together and work together for more than one hundred years, has more than 60,000,000 alumni across the America responding to challenges every day in their communities and their world; and

WHEREAS, 4-H is delivered by Cooperative Extension – a community of more than 109 public universities across the nation that provides experiences where young people learn by doing in hands-on projects in areas including health, science, agriculture and citizenship; and

WHEREAS, California 4-H is led by the University of California Cooperative Extension, the research and outreach arm of the University of California's Division of Agriculture and Natural Resources; and

WHEREAS, National 4-H Week showcases the incredible experiences that 4-H offers young people, and highlights the remarkable 4-H youth in Brawley who work each day to make a positive impact on those around them; and

WHEREAS, 4-H's network of 600,000 volunteers and 3,500 professionals provides caring and supportive mentoring to all 4-H'ers, helping them to grow into true leaders, entrepreneurs and visionaries;

NOW, THEREFORE, I, George A. Nava, do hereby proclaim October 7-13, 2018 as NATIONAL 4-H WEEK throughout Brawley and encourage all of our citizens to recognize 4-H for the significant impact they have made and continue to make by empowering youth with the skills they need to lead for a lifetime.

*In witness hereof, I have hereunto set my hand
and caused the Seal of the City of Brawley to be
fixed on this 4th day of October 2018.*

George A. Nava, Mayor

Alma Benavides, City Clerk

Check Register Report

Date: 09/20/2018

Time: 4:18 PM

City of Brawley

Check Number	Check Date	Status	Vendor Number	Vendor Name	Check Description	Amount
51924	09/20/2018	Printed	B364	360 BUSINESS PRODUCTS	USB, Post-Its	879.09
51925	09/20/2018	Printed	A0711	A & A ELECTRIC	Troubleshoot Pool Lights	584.32
51926	09/20/2018	Printed	A230	ALARM COMMUNICATION EXPERT	Alarm Monitoring/WWTP	360.00
51927	09/20/2018	Printed	O398	ALL AMERICAN CLEANING	Repair Steam Cleaner	271.29
51928	09/20/2018	Printed	A654	ALLIED WASTE SERVICES #467	Street Sweeping 8/1-8/31/18	17,968.95
51929	09/20/2018	Void	09/20/2018		Void Check	0.00
51930	09/20/2018	Printed	A126	ALSCO AMERICAN LINEN DIV.	Cleaning Services	650.47
51931	09/20/2018	Printed	A915	AM COPIERS, INC.	Printer Maintenance/Utility	138.21
51932	09/20/2018	Printed	A311	AMERICAN SOCIETY OF CIVIL	2019 Membership Fee/V. Garcia	1,020.00
51933	09/20/2018	Printed	A232	ARC INDUSTRIES	Transit Station Services/Aug	357.05
51934	09/20/2018	Printed	A785	AT&T	U-Verse Internet 9/1-9/30	85.13
51935	09/20/2018	Printed	A901	AT&T-CALNET 3	Telephone Services 8/3-9/2	1,295.96
51936	09/20/2018	Printed	A592	AUTO ZONE, INC. #2804	Motor Mount #1151 PD	183.12
51937	09/20/2018	Printed	A788	AVAYA INC.	Annual Telephone Maintenance	956.56
51938	09/20/2018	Printed	B339	BEST BEST & KRIEGER LLP	Attorney Services/August 2018	2,523.20
51939	09/20/2018	Printed	B684	LAURA P. BLAKE	Piloxing Instructor P.M. Aug	361.25
51940	09/20/2018	Printed	B269	BRAWLEY TRACTOR PARTS	Filter #3913 FD	213.11
51941	09/20/2018	Printed	B747	BRENNTAG PACIFIC INC.	Ferric Sulfate	1,066.76
51942	09/20/2018	Printed	C544	CANON FINANCIAL SERVICES, INC	Copier Lease, Usage PO #2197	88.02
51943	09/20/2018	Printed	C549	CANON SOLUTIONS AMERICA, INC	Copier Maint. 8/1-8/31 Bldg	20.37
51944	09/20/2018	Printed	C856	CARROT-TOP INDUSTRIES, INC.	Flags	121.71
51945	09/20/2018	Printed	C275	CDW GOVERNMENT, INC.	Subscription Licenses	1,998.00
51946	09/20/2018	Printed	C9320	CED INDUSTRIAL & LIGHT	Electrical Panel Cooling Unit	6,438.08
51947	09/20/2018	Printed	C0082	CEL ANALYTICAL INC	Monitoring Sampling 9/4/18	385.00
51948	09/20/2018	Printed	C064	CITY NATIONAL BANK	Refinancing of Water Revenue	144,681.80
51949	09/20/2018	Printed	C2833	CORE & MAIN LP	Clamps	3,485.69
51950	09/20/2018	Printed	C892	L. N. CURTIS & SONS	Valve Seat Kit	85.27
51951	09/20/2018	Printed	D171	D & M WATER COMPANY	Bulk Water - Fire Station #2	78.76
51952	09/20/2018	Printed	D144	DANIELS TIRE SERVICE	Mount Tires #1151 PD	169.86
51953	09/20/2018	Printed	D478	DEPARTMENT OF JUSTICE	Fingerprint Applications	268.00
51954	09/20/2018	Printed	D806	DEPT OF TOXIC SUBSTANCES	Wildcat Road Project 401328	185.76
51955	09/20/2018	Printed	D138	DESERT RV	Window Tint #1151 PD	100.00
51956	09/20/2018	Printed	E402	EAN SERVICES, LLC	Vehicle Rental/O. Balderas,	249.47
51957	09/20/2018	Printed	E252	EFR ENVIRONMENTAL SERVICES, IN	Tote Transportation Fee	611.05
51958	09/20/2018	Printed	E145	ELMS EQUIPMENT	Spark Plug	44.74
51959	09/20/2018	Printed	E398	EMPIRE SOUTHWEST LLC	Return Core	851.10
51960	09/20/2018	Printed	F561	EVENTS BY LIZ	Decorations/Grandparents Event	915.00
51961	09/20/2018	Printed	F231	FARMERS LAND LEVELING, INC.	Class II Base	5,070.95
51962	09/20/2018	Printed	F105	FEDERAL EXPRESS CORP.	Mailings - City Clerk	434.72
51963	09/20/2018	Printed	F266	FIRE ETC., INC.	Boots	1,693.21
51964	09/20/2018	Printed	F409	FULLCOURT PRESS	Window Envelopes	1,258.22
51965	09/20/2018	Printed	G750	GOVCONNECTION, INC	Desk Phone	1,492.45
51966	09/20/2018	Printed	H182	HACH COMPANY, INC.	Cable Assembly	98.25
51967	09/20/2018	Printed	H159	HINDERLITER, DE LLAMAS &	Contract Services Sales Tax	6,132.22
51968	09/20/2018	Void	09/20/2018		Void Check	0.00
51969	09/20/2018	Void	09/20/2018		Void Check	0.00
51970	09/20/2018	Printed	I301	IMPERIAL HARDWARE CO., INC.	Dish Soap, Sponges, Towels	995.55
51971	09/20/2018	Printed	I103	IMPERIAL IRRIGATION DISTRIC	Power Bills 7/26-8/27/18	1,519.22
51972	09/20/2018	Printed	I443	IMPERIAL PRINTERS	Business Cards/A. Cariboy	391.58
51973	09/20/2018	Printed	I603	IMPERIAL VALLEY CHEVROLET	A/C Diagnostic Fee #A151 PD	148.75
51974	09/20/2018	Printed	I579	IMPERIAL VALLEY RESOURCE	Membership Dues FY 2018-19	42,558.98
51975	09/20/2018	Printed	K154	K-C WELDING RENTALS, INC.	Safety Boots/Ricardo Arguellez	163.45
51976	09/20/2018	Printed	K793	KME FIRE APPARATUS	Hinge, Cover	57.79
51977	09/20/2018	Printed	L223	LANDMARK CONSULTANTS, INC.	8th St/111 Pavement Evaluation	5,200.00

Check Register Report

City of Brawley

Date: 09/20/2018

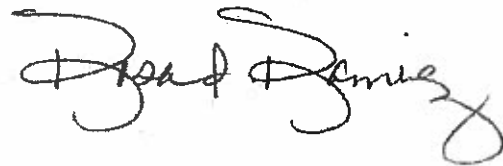
Time: 4:18 PM

Check Number	Check Date	Status	Vendor Number	Vendor Name	Check Description	Amount
51978	09/20/2018	Printed	M730	MALLORY SAFETY & SUPPLY LLC	Safety Vests, Powder Drinks	478.11
51979	09/20/2018	Printed	M004	MCNEECE BROS OIL COMPANY	Fuel/Parks & Rec Dept.	4,973.92
51980	09/20/2018	Printed	M016	ANDRES MIRAMONTEZ	Reimb. Travel/Senate Bill 1	51.00
51981	09/20/2018	Printed	I131	NATIONAL INDUSTRIAL	Cable Ties	125.92
51982	09/20/2018	Void	09/20/2018		Void Check	0.00
51983	09/20/2018	Printed	N045	NORTHEND AUTOPARTS, INC.	Support, Circuit Breaker	1,023.73
51984	09/20/2018	Printed	0567	JIM O'MALLEY PLUMBING	Bushing, Nipple	48.57
51985	09/20/2018	Void	09/20/2018		Void Check	0.00
51986	09/20/2018	Printed	O233	O'REILLY AUTO PARTS	Return Fuel Pump	534.14
51987	09/20/2018	Printed	O880	OFFICE DEPOT, INC.	Cash Box	163.29
51988	09/20/2018	Printed	O113	OK RUBBER TIRES	Tires #A152 PD	1,406.72
51989	09/20/2018	Printed	P221	CHARLES PERAZA	Reimb. Strike Team Supplies	65.70
51990	09/20/2018	Printed	P110	PESTMASTER SERVICES	Pest Control/Public Works	35.00
51991	09/20/2018	Printed	P372	PITNEY BOWES GLOBAL FINANCIAL	Postage Meter 6/30/18-9/29/18	432.51
51992	09/20/2018	Printed	P254	PITNEY BOWES INC.	Tape Strips, Ink Cartridges	833.37
51993	09/20/2018	Printed	P340	PROTECTION ONE ALARM	Alarm Monitoring 9/1-9/30/18	94.90
51994	09/20/2018	Printed	R107	RAIN FOR RENT	Bushing, Cement	107.63
51995	09/20/2018	Printed	R163	RDO EQUIPMENT CO.	Solenoid	481.58
51996	09/20/2018	Printed	S155	SAN DIEGO COUNTY	P.W. Radio System Fees/August	940.50
51997	09/20/2018	Printed	T901	SHELL	Fuel/Fire Dept.	272.53
51998	09/20/2018	Printed	S495	SOUTHERN CALIFORNIA GAS CO.	088 557 5439 9 8/1-8/31/18	126.31
51999	09/20/2018	Printed	S566	SPARKLETTES	Water, Cooler Rentals Aug 2018	1,164.00
52000	09/20/2018	Printed	S760	SPECTRUM ADVERTISING	Video Tape Council Mtg 9/4/18	500.00
52001	09/20/2018	Printed	S694	STAPLES BUSINESS CREDIT	Paper Loops	27.70
52002	09/20/2018	Printed	S024	STAPLES CREDIT PLAN	Folders, Post-its, Laptop Bag	174.23
52003	09/20/2018	Printed	S204	STEVEN ENTERPRISES, INC.	Bond Paper	315.89
52004	09/20/2018	Printed	S849	STILLS ELECTRIC	Replace Blower/Lift Station #3	468.70
52005	09/20/2018	Printed	U790	U.S. BANK CORPORATE	Credit Card Charges/L. Hamby	51.84
52006	09/20/2018	Printed	U167	UNDERGROUND SERVICE ALERT, INC	Dig Alert Tickets	72.70
52007	09/20/2018	Printed	U630	UNITED PARCEL SERVICE, INC	Mailings - City Clerk	13.48
52008	09/20/2018	Printed	U901	UNITED STATES POSTAL SERVIC	City Hall Postage Refill	496.29
52009	09/20/2018	Printed	U560	UNIVAR USA, INC.	Sodium Hypochlorite	3,926.41
52010	09/20/2018	Printed	U602	USA BLUEBOOK, INC	Tubing, Adapter	192.98
52011	09/20/2018	Printed	V107	VISION CARE CENTER	Safety Glasses/Jose Limon	295.00
52012	09/20/2018	Printed	W221	WAL-MART STORES, INC. #01-1555	Cooler, Tape, Shoe Shine	219.58
52013	09/20/2018	Printed	W135	WAXIE SANITARY SUPPLY	Janitorial Supplies	173.42
52014	09/20/2018	Printed	W250	WESTAIR GASES & EQUIPMENT INC	Oxygen Tanks/F.D. 2	304.68
52015	09/20/2018	Printed	W551	WESTERN GROWERS INSURANCE	Safety Training	264.50
52016	09/20/2018	Printed	X100	XEROX CORPORATION	Copier Lease, Usage/Admin.	402.01

Total Checks: 93

Checks Total (excluding void checks):

278,166.31



INVOICE APPROVAL LIST BY FUND REPORT

Date: 09/20/2018

Time: 4:16 pm

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City of Brawley

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
Fund: 101 General Fund							
Dept: 000.000							
101-000.000-205.308	Sr. Center EVENTS BY LIZ///	0001081	Decorations/Grandparents Event	51960	09/05/2018	09/20/2018	915.00
							<u>915.00</u>
Total Dept. 000000:							<u>915.00</u>
Dept: 110.000 General Revenues							
101-110.000-410.600	Sales and HINDERLITER, DE LLAMAS &	0029832-IN	Contract Services Sales Tax	51967	08/30/2018	09/20/2018	4,976.74
							<u>4,976.74</u>
Total Dept. General Revenues:							<u>4,976.74</u>
Dept: 111.000 City Council							
101-111.000-730.200	Technical SPECTRUM ADVERTISING///	13965	Video Tape Council Mtg 9/4/18	52000	09/06/2018	09/20/2018	500.00
							<u>500.00</u>
101-111.000-750.402	Travel - N.J. U.S. BANK CORPORATE///		Credit Card Charges/N Jauregui	52005	08/22/2018	09/20/2018	24.84
							<u>24.84</u>
101-111.000-750.404	Travel - H.N. U.S. BANK CORPORATE///		Credit Card Charges/L. Hamby	52005	08/22/2018	09/20/2018	27.00
							<u>27.00</u>
Total Dept. City Council:							<u>551.84</u>
Dept: 112.000 City Clerk							
101-112.000-720.100	Office 360 BUSINESS PRODUCTS///		Binders	51924	09/07/2018	09/20/2018	10.31
	360 BUSINESS PRODUCTS///		Binders, Copy Paper	51924	09/06/2018	09/20/2018	27.09
							<u>37.40</u>
101-112.000-721.200	Other 360 BUSINESS PRODUCTS///		Chairmat	51924	09/07/2018	09/20/2018	64.64
							<u>64.64</u>
101-112.000-721.900	Small tools & 360 BUSINESS PRODUCTS///		Chair	51924	09/06/2018	09/20/2018	222.95
							<u>222.95</u>
101-112.000-750.210	Postage FEDERAL EXPRESS CORP.///	6-299-81291	Mailings - City Clerk	51962	09/07/2018	09/20/2018	434.72
	UNITED PARCEL SERVICE,		Mailings - City Clerk	52007	09/08/2018	09/20/2018	13.48
							<u>448.20</u>
Total Dept. City Clerk:							<u>773.19</u>
Dept: 151.000 Finance							
101-151.000-720.100	Office 360 BUSINESS PRODUCTS///		Calculator Receipt Rolls	51924	09/17/2018	09/20/2018	38.36
							<u>38.36</u>
101-151.000-721.200	Other IMPERIAL HARDWARE CO.,	526690/2	Ceiling Tile, Toilet Flapper	51970	08/28/2018	09/20/2018	36.78
	IMPERIAL HARDWARE CO.,	526702/2	Return Toilet Flapper	51970	08/28/2018	09/20/2018	-3.67
	IMPERIAL HARDWARE CO.,	526703/2	Toilet Lever	51970	08/28/2018	09/20/2018	6.29
							<u>39.40</u>
101-151.000-730.100	Professional HINDERLITER, DE LLAMAS &	0029832-IN	Contract Services Sales Tax	51967	08/30/2018	09/20/2018	1,155.48

INVOICE APPROVAL LIST BY FUND REPORT

City of Brawley

Date: 09/20/2018

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
							1,155.48
101-151.000-740.100	Repair & AM COPIERS, INC.///	35290	Printer Maintenance/Finance	51931	08/30/2018	09/20/2018	94.37
							94.37
101-151.000-750.210	Postage UNITED STATES POSTAL		City Hall Postage Refill	52008	09/20/2018	09/20/2018	158.48
							158.48
Total Dept. Finance:							1,486.09
Dept: 152.000 Utility Billing							
101-152.000-720.100	Office 360 BUSINESS PRODUCTS/// FULLCOURT PRESS///		Calculator Receipt Rolls	51924	09/17/2018	09/20/2018	38.36
		33840	Window Envelopes	51964	09/14/2018	09/20/2018	1,258.22
							1,296.58
101-152.000-740.100	Repair & AM COPIERS, INC.///	35289	Printer Maintenance/Utility	51931	08/30/2018	09/20/2018	43.84
							43.84
101-152.000-750.210	Postage UNITED STATES POSTAL		City Hall Postage Refill	52008	09/20/2018	09/20/2018	71.63
							71.63
Total Dept. Utility Billing:							1,412.05
Dept: 153.000 Personnel							
101-153.000-730.200	Technical BEST BEST & KRIEGER LLP/// DEPARTMENT OF JUSTICE///	829873	Attorney Services/August 2018	51938	09/06/2018	09/20/2018	2,523.20
		324669	Fingerprint Applications	51953	09/08/2018	09/20/2018	268.00
							2,791.20
Total Dept. Personnel:							2,791.20
Dept: 171.000 Planning							
101-171.000-721.200	Other STAPLES BUSINESS		Flash Drive, Batteries	52001	06/01/2018	09/20/2018	31.42
							31.42
101-171.000-740.100	Repair & CANON SOLUTIONS		Copier Maint. 8/1-8/31 Bldg	51943	09/01/2018	09/20/2018	6.79
							6.79
Total Dept. Planning:							38.21
Dept: 181.000 Information							
101-181.000-720.100	Office IMPERIAL PRINTERS///	18-3202	Business Cards/A. Garibay	51972	08/24/2018	09/20/2018	46.33
							46.33
101-181.000-721.900	Small tools & GOVCONNECTION, INC./// GOVCONNECTION, INC.///	55958786	Think Pad	51965	07/10/2018	09/20/2018	905.71
		56019205	Desk Phone	51965	07/31/2018	09/20/2018	59.19
							964.90
101-181.000-730.200	Technical CDW GOVERNMENT, INC.///		Subscription Licenses	51945	08/07/2018	09/20/2018	1,998.00
							1,998.00
101-181.000-740.100	Repair & GOVCONNECTION, INC.///	55971364	Annual File Server Maintenance	51965	07/15/2018	09/20/2018	527.55
							527.55

INVOICE APPROVAL LIST BY FUND REPORT

Date: 09/20/2018

Time: 4:16 pm

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City of Brawley

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
Total Dept. Information technology:							3,536.78
Dept: 191.000 Non-departmental							
101-191.000-720.100 Office							
	360 BUSINESS PRODUCTS///		Binders, Copy Paper	51924	09/06/2018	09/20/2018	140.31
	PITNEY BOWES INC.///		Tape Strips, Ink Cartridges	51992	08/29/2018	09/20/2018	833.37
							973.68
101-191.000-721.200 Other							
	SPARKLETTS///	9689234	Water, Cooler Rentals Aug 2018	51999	09/01/2018	09/20/2018	245.83
							245.83
101-191.000-730.200 Technical							
	PROTECTION ONE ALARM///		Alarm Monitoring 9/1-9/30/18	51993	09/06/2018	09/20/2018	48.74
							48.74
101-191.000-740.100 Repair &							
	AVAYA INC.///		Annual Telephone Maintenance	51937	09/04/2018	09/20/2018	956.56
	XEROX CORPORATION///		Copier Lease, Usage/Admin.	52016	09/01/2018	09/20/2018	105.71
							1,062.27
101-191.000-740.200 Cleaning							
	ALSCO AMERICAN LINEN		Cleaning Services	51930	09/12/2018	09/20/2018	25.30
	ALSCO AMERICAN LINEN		Cleaning Services	51930	09/12/2018	09/20/2018	33.14
	ALSCO AMERICAN LINEN		Cleaning Services	51930	09/12/2018	09/20/2018	18.05
							76.49
101-191.000-740.400 Rent							
	PITNEY BOWES GLOBAL		Postage Meter 6/30/18-9/29/18	51991	09/01/2018	09/20/2018	432.51
	SPARKLETTS///	9689234	Water, Cooler Rentals Aug 2018	51999	09/01/2018	09/20/2018	37.75
	XEROX CORPORATION///		Copier Lease, Usage/Admin.	52016	09/01/2018	09/20/2018	296.30
							766.56
Total Dept. Non-departmental:							3,173.57
Dept: 211.000 Police Protection							
101-211.000-720.100 Office							
	STAPLES BUSINESS		Return Album	52001	08/09/2018	09/20/2018	-14.86
							-14.86
101-211.000-721.200 Other							
	CURTIS & SONS/L. N.//		Valve Seat Kit	51950	08/28/2018	09/20/2018	85.27
	STAPLES BUSINESS		Return Privacy Screen	52001	08/03/2018	09/20/2018	-64.60
							20.67
101-211.000-750.200							
	AT&T-CALNET 3///		Telephone Services 8/3-9/2	51935	09/03/2018	09/20/2018	1,295.96
							1,295.96
101-211.000-750.210 Postage							
	UNITED STATES POSTAL		City Hall Postage Refill	52008	09/20/2018	09/20/2018	15.38
							15.38
Total Dept. Police Protection:							1,317.15
Dept: 221.000 Fire Department							
101-221.000-720.100 Office							
	IMPERIAL PRINTERS///	18-2699	CFC Fee Schedules	51972	07/21/2018	09/20/2018	174.16
							174.16
101-221.000-720.400 Automotive							
	O'REILLY AUTO PARTS///		Oil Stabilizer #3964 FD	51986	09/10/2018	09/20/2018	4.11
							4.11

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101-221.000-721.100	Uniforms						
	FIRE ETC., INC.///	121242	Pants, Helmet, Boots	51963	09/17/2018	09/20/2018	676.67
	FIRE ETC., INC.///	120720	Boots, Goggles, Face Protector	51963	09/01/2018	09/20/2018	356.11
	FIRE ETC., INC.///	120660	Goggles, Coat, Gear Cleaner	51963	08/30/2018	09/20/2018	504.19
	FIRE ETC., INC.///	120590	Boots	51963	08/29/2018	09/20/2018	156.24
							1,693.21
101-221.000-721.200	Other						
	D & M WATER COMPANY///	271846	Bulk Water - Fire Station #1	51951	08/16/2018	09/20/2018	49.40
	IMPERIAL HARDWARE CO.,	523619/2	Propane	51970	07/27/2018	09/20/2018	10.89
	IMPERIAL HARDWARE CO.,	526392/2	Sanding Masks	51970	08/24/2018	09/20/2018	44.59
	IMPERIAL HARDWARE CO.,	526631/2	Couplers, Plugs	51970	08/27/2018	09/20/2018	16.24
	IMPERIAL HARDWARE CO.,	526640/2	Coupler	51970	08/27/2018	09/20/2018	5.32
	IMPERIAL HARDWARE CO.,	526639/2	Return Coupler	51970	08/27/2018	09/20/2018	-5.61
	KME FIRE APPARATUS///	ca 545591	Hinge, Cover	51976	08/14/2018	09/20/2018	57.79
	NORTHEND AUTOPARTS,	621045	Support, Circuit Breaker	51983	07/16/2018	09/20/2018	84.96
	WAL-MART STORES, INC.	01548	Cooler, Tape, Shoe Shine	52012	08/24/2018	09/20/2018	120.12
							383.70
101-221.000-721.900	Small tools &						
	WAL-MART STORES, INC.	05854	Hammer, Wrench, Knife	52012	09/14/2018	09/20/2018	99.46
	WAXIE SANITARY SUPPLY///	77704760	Towel Cabinets	52013	09/05/2018	09/20/2018	117.82
							217.28
101-221.000-725.300	Natural gas						
	SOUTHERN CALIFORNIA GAS	015 325 6300 2 7/9-8/7/18		51998	08/09/2018	09/20/2018	16.46
	SOUTHERN CALIFORNIA GAS	015 325 6300 2 8/7-9/6/18		51998	09/10/2018	09/20/2018	16.05
							32.51
101-221.000-725.400	Fuel						
	MCNEECE BROS OIL	858545	Fuel/Fire Dept.	51979	08/31/2018	09/20/2018	2,104.59
	MCNEECE BROS OIL	229997	Fuel/Fire Dept.	51979	07/02/2018	09/20/2018	38.33
	SHELL///		Fuel/Fire Dept.	51997	09/05/2018	09/20/2018	272.53
							2,415.45
101-221.000-740.400	Rent						
	WESTAIR GASES &	80210819	Acetylene, Oxygen Tanks/F.D.1	52014	08/31/2018	09/20/2018	173.73
							173.73
101-221.000-750.200							
	SAN DIEGO COUNTY///		Fire Radio Fees/August 2018	51996	09/01/2018	09/20/2018	741.00
							741.00
101-221.000-750 210	Postage						
	UNITED STATES POSTAL		City Hall Postage Refill	52008	09/20/2018	09/20/2018	7.05
							7.05
							Total Dept. Fire Department: 5,842.20
Dept: 221.100	Fire Station #2						
101-221.100-720.800	Janitorial						
	WAXIE SANITARY SUPPLY///	77717726	Janitorial Supplies	52013	09/11/2018	09/20/2018	55.60
							55.60
101-221.100-721.200	Other						
	CARROT-TOP INDUSTRIES,	40155700	Flags	51944	09/12/2018	09/20/2018	121.71
	D & M WATER COMPANY///	271817	Bulk Water - Fire Station #2	51951	08/15/2018	09/20/2018	29.36
	IMPERIAL HARDWARE CO.,	524633/2	Bulbs	51970	08/07/2018	09/20/2018	22.28
	IMPERIAL HARDWARE CO.,	525261/2	Trash Cans	51970	08/14/2018	09/20/2018	32.56
	IMPERIAL HARDWARE CO.,	K25138/2	Outlet	51970	08/13/2018	09/20/2018	0.87
	IMPERIAL HARDWARE CO.,	524998/2	Propane, Batteries	51970	08/10/2018	09/20/2018	62.33
	IMPERIAL HARDWARE CO.,	524471/2	Pipe Compound	51970	08/06/2018	09/20/2018	4.64
	PERAZA/CHARLES//		Reimb. Strike Team Supplies	51989	09/10/2018	09/20/2018	65.70

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							339.25
101-221.100-721.900	Small tools & IMPERIAL HARDWARE CO.,	525042/2	Voltage Tester	51970	08/11/2018	09/20/2018	28.11
							28.11
101-221.100-725.300	Natural gas SOUTHERN CALIFORNIA GAS	088 557 5439 9 8/1-8/31/18		51998	09/04/2018	09/20/2018	34.03
							34.03
101-221.100-740.100	Repair & CANON FINANCIAL	19095266	Copier Lease, Usage PO #2197	51942	08/14/2018	09/20/2018	15.38
							15.38
101-221.100-740.400	Rent CANON FINANCIAL	19095266	Copier Lease, Usage PO #2197	51942	08/14/2018	09/20/2018	72.84
	WESTAIR GASES &	80210818	Oxygen Tanks/F.D. 2	52014	08/31/2018	09/20/2018	130.95
							203.59
							Total Dept. Fire Station #2: 675.96
Dept: 231.000	Building Inspection						
101-231.000-721.200	Other IMPERIAL HARDWARE CO., STAPLES BUSINESS	528011/2	Gloves Flash Drive, Batteries	51970 52001	09/11/2018 08/01/2018	09/20/2018 09/20/2018	19.38 31.42
							50.80
101-231.000-725.400	Fuel MCNEECE BROS OIL	858547	Fuel/Building Dept.	51979	08/31/2018	09/20/2018	312.68
							312.68
101-231.000-740.100	Repair & CANON SOLUTIONS		Copier Maint. 8/1-8/31 Bldg	51943	09/01/2018	09/20/2018	6.79
	SAN DIEGO COUNTY///		P.W. Radio System Fees/August	51996	09/01/2018	09/20/2018	57.00
							63.79
101-231.000-750.210	Postage UNITED STATES POSTAL		City Hall Postage Refill	52008	09/20/2018	09/20/2018	197.90
							197.90
							Total Dept. Building Inspection: 625.17
Dept: 311.000	Engineering						
101-311.000-720.100	Office IMPERIAL PRINTERS/// OFFICE DEPOT, INC./// OFFICE DEPOT, INC./// OFFICE DEPOT, INC./// OFFICE DEPOT, INC./// OFFICE DEPOT, INC./// STEVEN ENTERPRISES,	18-3207	Business Cards/Victor Garcia Planner Return Planner Planner Copy Paper Upright Roll Files Bond Paper	51972 51987 51987 51987 51987 51987 52003	08/24/2018 08/22/2018 08/28/2018 08/29/2018 08/29/2018 08/31/2018 09/07/2018	09/20/2018 09/20/2018 09/20/2018 09/20/2018 09/20/2018 09/20/2018 09/20/2018	49.57 8.61 -8.61 8.61 32.31 101.92 315.89
							508.30
101-311.000-721.200	Other MALLORY SAFETY & SUPPLY OFFICE DEPOT, INC./// SPARKLETTS///	4511518 9689234	Safety Vests, Powder Drnks Cash Box Water, Cooler Rentals Aug 2018	51978 51987 51999	09/05/2018 08/31/2018 09/01/2018	09/20/2018 09/20/2018 09/20/2018	178.81 20.45 424.92
							624.18
101-311.000-730.200	Technical ALARM COMMUNICATION ALARM COMMUNICATION PESTMASTER SERVICES///	09105 09103 1410688	Alarm Monitoring/Public Works Alarm Monitoring/Sts-Utilities Pest Control/Public Works	51926 51926 51990	09/18/2018 09/18/2018 09/13/2018	09/20/2018 09/20/2018 09/20/2018	90.00 90.00 35.00
							215.00

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101-311.000-740.200	Cleaning ALSCO AMERICAN LINEN		Cleaning Services	51930	07/16/2018	09/20/2018	26.12
							<u>26.12</u>
101-311.000-740.400	Rent SPARKLETTS///	9689234	Water, Cooler Rentals Aug 2018	51999	09/01/2018	09/20/2018	19.50
							<u>19.50</u>
101-311.000-750.200	SAN DIEGO COUNTY///		P.W. Radio System Fees/August	51996	09/01/2018	09/20/2018	28.50
							<u>28.50</u>
101-311.000-750.400	Travel EAN SERVICES, LLC/// MIRAMONTEZ/ANDRES// MIRAMONTEZ/ANDRES//	18431141	Vehicle Rental/O. Balderas, Reimb. Travel/OCT Water Reimb. Travel/Senate Bill 1	51956 51980 51980	08/31/2018 09/18/2018 09/18/2018	09/20/2018 09/20/2018 09/20/2018	114.49 25.50 25.50
							<u>165.49</u>
101-311.000-750.600	AMERICAN SOCIETY OF CIVIL AMERICAN SOCIETY OF CIVIL AMERICAN SOCIETY OF CIVIL AMERICAN SOCIETY OF CIVIL		2019 Membership Fee/G. Sillas 2019 Membership Fee/A. 2019 Membership Fee/A. Chan 2019 Membership Fee/V. Garcia	51932 51932 51932 51932	09/04/2018 09/04/2018 09/04/2018 09/13/2018	09/20/2018 09/20/2018 09/20/2018 09/20/2018	255.00 255.00 255.00 255.00
							<u>1,020.00</u>
101-311.000-750.650	Taxes, Fees, DEPT OF TOXIC		Wildcat Road Project 401328	51954	07/09/2018	09/20/2018	185.76
							<u>185.76</u>
Total Dept. Engineering:							<u>2,792.85</u>
Dept: 411.000	Community						
101-411.000-721.200	Other STAPLES BUSINESS		Flash Drive, Batteries	52001	06/01/2018	09/20/2018	31.41
							<u>31.41</u>
101-411.000-740.100	Repair & CANON SOLUTIONS		Copier Maint. 8/1-8/31 Bldg	51943	09/01/2018	09/20/2018	6.79
							<u>6.79</u>
101-411.000-750.210	Postage UNITED STATES POSTAL		City Hall Postage Refill	52008	09/20/2018	09/20/2018	16.26
							<u>16.26</u>
Total Dept. Community Development:							<u>54.46</u>
Dept: 511.000	Parks						
101-511.000-720.600	Plumbing RDO EQUIPMENT CO.///	P36677	Solenoid	51995	09/06/2018	09/20/2018	20.95
							<u>20.95</u>
101-511.000-721.200	Other SPARKLETTS///	9689234	Water, Cooler Rentals Aug 2018	51999	09/01/2018	09/20/2018	88.64
							<u>88.64</u>
101-511.000-725.200	Electricity IMPERIAL IRRIGATION		Power Bills 7/26-8/27/18	51971	08/28/2018	09/20/2018	1,519.22
							<u>1,519.22</u>
101-511.000-725.400	Fuel MCNEECE BROS OIL	858546	Fuel/Parks & Rec Dept.	51979	08/31/2018	09/20/2018	1,693.26
							<u>1,693.26</u>
Total Dept. Parks:							<u>3,322.07</u>

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Dept: 521.000 Recreation & Lions							
101-521.000-720.100	Office STAPLES BUSINESS		Paper Loops	52001	08/01/2018	09/20/2018	12.91
							<u>12.91</u>
101-521.000-721.200	Other ELMS EQUIPMENT/// SPARKLETTS///		Spark Plug	51958	09/12/2018	09/20/2018	4.42
		9689234	Water, Cooler Rentals Aug 2018	51999	09/01/2018	09/20/2018	25.62
							<u>30.04</u>
101-521.000-725.300	Natural gas SOUTHERN CALIFORNIA GAS		187 425 2700 7 8/3-9/4/18	51998	09/06/2018	09/20/2018	59.77
							<u>59.77</u>
101-521.000-730.200	Technical A & A ELECTRIC///		59 Troubleshoot Pool Lights	51925	09/12/2018	09/20/2018	180.77
							<u>180.77</u>
101-521.000-740.100	Repair & A & A ELECTRIC///		58 Replace Pool Breakers	51925	08/31/2018	09/20/2018	403.55
							<u>403.55</u>
101-521.000-740.200	Cleaning ALSCO AMERICAN LINEN		Cleaning Services	51930	09/10/2018	09/20/2018	27.00
							<u>27.00</u>
101-521.000-740.400	Rent SPARKLETTS///		9689234 Water, Cooler Rentals Aug 2018	51999	09/01/2018	09/20/2018	14.00
							<u>14.00</u>
101-521.000-750.210	Postage UNITED STATES POSTAL		City Hall Postage Refill	52008	09/20/2018	09/20/2018	29.59
							<u>29.59</u>
Total Dept. Recreation & Lions Center:							<u>757.63</u>
Dept: 521.100 Recreation Leagues							
101-521.100-730.200	Technical BLAKE/LAURA P.// BLAKE/LAURA P.//		Zumba Instructor P.M. Aug 2018	51939	09/12/2018	09/20/2018	148.75
			Piloxing Instructor P.M. Aug	51939	09/12/2018	09/20/2018	212.50
							<u>361.25</u>
Total Dept. Recreation Leagues:							<u>361.25</u>
Dept: 522.000 Senior Citizens							
101-522.000-720.600	Plumbing IMPERIAL HARDWARE CO., IMPERIAL HARDWARE CO., IMPERIAL HARDWARE CO., IMPERIAL HARDWARE CO., O'MALLEY PLUMBING/JIM// O'MALLEY PLUMBING/JIM//		527586/2 Coupling, Ell, Pipe, Caulk	51970	09/06/2018	09/20/2018	34.50
			527644/2 Ell, Tee, Coupling	51970	09/07/2018	09/20/2018	11.93
			527645/2 Return Ell, Tee, Coupling	51970	09/07/2018	09/20/2018	-11.93
			527646/2 Ell, Tee, Couplings	51970	09/07/2018	09/20/2018	14.83
			87211 Plug, Pipe	51984	09/06/2018	09/20/2018	19.54
			87220 Bushing, Nipple	51984	09/07/2018	09/20/2018	2.10
							<u>70.97</u>
101-522.000-721.200	Other IMPERIAL HARDWARE CO., IMPERIAL HARDWARE CO.,		527866/2 Batteries	51970	09/10/2018	09/20/2018	15.07
			528000/2 Keys	51970	09/11/2018	09/20/2018	75.73
							<u>90.80</u>
Total Dept. Senior Citizens Center:							<u>161.77</u>
Dept: 551.000 Library							
101-551.000-721.200	Other SPARKLETTS///		9689234 Water, Cooler Rentals Aug 2018	51999	09/01/2018	09/20/2018	80.21

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							80.21
101-551.000-730.200	Technical						
	PROTECTION ONE ALARM///		Alarm Monitoring 9/1-9/30/18	51993	09/06/2018	09/20/2018	46.16
							46.16
101-551.000-740.400	Rent						
	SPARKLETTS///	9689234	Water, Cooler Rentals Aug 2018	51999	09/01/2018	09/20/2018	16.75
							16.75
Total Dept. Library:							143.12
Total Fund General Fund:							35,708.30
Fund: 211 Gas Tax							
Dept: 312.000 Street Maintenance							
211-312.000-720.700	Construction						
	FARMERS LAND LEVELING,	22948	Class II Base	51961	08/30/2018	09/20/2018	1,858.67
							1,858.67
211-312.000-721.200	Other						
	ELMS EQUIPMENT///		Chain/ROW	51958	09/06/2018	09/20/2018	40.32
							40.32
Total Dept. Street Maintenance &							1,898.99
Total Fund Gas Tax:							1,898.99
Fund: 212							
Dept: 312.000 Street Maintenance							
212-312.000-730.100	Professional						
	LANDMARK CONSULTANTS,	LE0718-56	8th SV111 Pavement Evaluation	51977	07/19/2018	09/20/2018	5,200.00
							5,200.00
Total Dept. Street Maintenance &							5,200.00
Total Fund							5,200.00
Fund: 213 SB 821 - Ped. & Bic.							
Dept: 313.000 Bicycle &							
213-313.000-730.200	Technical						
	ARC INDUSTRIES///	6898	Transit Station Services/Aug	51933	09/04/2018	09/20/2018	357.05
							357.05
Total Dept. Bicycle & Pedestrian Fac.:							357.05
Total Fund SB 821 - Ped. &							357.05
Fund: 215 Measure D - Sales Tax							
Dept: 312.000 Street Maintenance							
215-312.000-730.200	Technical						
	ALLIED WASTE SERVICES		Street Sweeping 8/1-8/31/18	51928	08/31/2018	09/20/2018	17,968.95
							17,968.95
Total Dept. Street Maintenance &							17,968.95
Total Fund Measure D -							17,968.95
Fund: 501 Water							
Dept: 321.000 Water Treatment							
501-321.000-720.100	Office						

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	360 BUSINESS PRODUCTS///		Toner, Binders, Dividers	51924	09/12/2018	09/20/2018	281.02
	360 BUSINESS PRODUCTS///		USB, Post-Its	51924	09/12/2018	09/20/2018	58.05
							337.07
501-321.000-720.300	Chemicals						
	UNIVAR USA, INC.///		Sodium Hypochlorite	52009	09/05/2018	09/20/2018	3,926.41
							3,926.41
501-321.000-720.600	Plumbing						
	O'MALLEY PLUMBING/JIM//	87250	Clamps	51984	09/11/2018	09/20/2018	26.93
	RAIN FOR RENT///	1253455	Bushing, Cement	51994	09/12/2018	09/20/2018	107.63
	RDO EQUIPMENT CO.///	P38827	Air Vacuum Relief Valves	51995	09/12/2018	09/20/2018	248.88
	RDO EQUIPMENT CO.///	P38851	Couplings	51995	09/12/2018	09/20/2018	71.93
							455.37
501-321.000-721.100	Uniforms						
	K-C WELDING RENTALS,	102031	Safety Boots/Ricardo Arguellez	51975	09/14/2018	09/20/2018	163.45
							163.45
501-321.000-721.200	Other						
	HACH COMPANY, INC.///	11116177	Cable Assembly	51966	08/30/2018	09/20/2018	98.25
	IMPERIAL HARDWARE CO.,	526784/2	Paint Markers, Gloves, Hat	51970	08/29/2018	09/20/2018	89.28
	IMPERIAL HARDWARE CO.,	526939/2	Extension Cord, Reusable Ice	51970	08/30/2018	09/20/2018	29.80
	IMPERIAL HARDWARE CO.,	527301/2	Rope, Rags, Cable Ties	51970	09/04/2018	09/20/2018	25.97
	IMPERIAL HARDWARE CO.,	527339/2	Key, Key Rings, Toilet Seat	51970	09/04/2018	09/20/2018	69.37
	IMPERIAL HARDWARE CO.,	527378/2	Cable Ties, Knife, Pails	51970	09/05/2018	09/20/2018	74.48
	IMPERIAL HARDWARE CO.,	527378/2	Cable Ties, Knife, Pails	51970	09/05/2018	09/20/2018	32.31
	IMPERIAL HARDWARE CO.,	527899/2	Dish Soap, Sponges, Towels	51970	09/10/2018	09/20/2018	109.96
	SPARKLETTS///	9689234	Water, Cooler Rentals Aug 2018	51999	09/01/2018	09/20/2018	54.47
	VISION CARE CENTER///		Safety Glasses/Jose Limon	52011	08/21/2018	09/20/2018	147.50
							731.39
501-321.000-730.200	Technical						
	CEL ANALYTICAL INC.///	7052	Monitoring Sampling 9/4/18	51947	09/16/2018	09/20/2018	385.00
							385.00
501-321.000-740.100	Repair &						
	EMPIRE SOUTHWEST LLC///		Full System Inspection/Willard	51959	08/31/2018	09/20/2018	234.00
	EMPIRE SOUTHWEST LLC///		Full System Inspection/Jones	51959	08/31/2018	09/20/2018	234.00
							468.00
501-321.000-740.200	Cleaning						
	ALSCO AMERICAN LINEN		Cleaning Services	51930	07/04/2018	09/20/2018	60.55
	ALSCO AMERICAN LINEN		Cleaning Services	51930	09/12/2018	09/20/2018	57.41
							117.96
501-321.000-740.400	Rent						
	SPARKLETTS///	9689234	Water, Cooler Rentals Aug 2018	51999	09/01/2018	09/20/2018	4.00
							4.00
501-321.000-750.200							
	AT&T		U-Verse Internet 9/1-9/30	51934	08/31/2018	09/20/2018	85.13
	SAN DIEGO COUNTY///		P.W. Radio System Fees/August	51996	09/01/2018	09/20/2018	28.50
							113.63
501-321.000-750.500	Training						
	WESTERN GROWERS	4489	Safety Training	52015	09/05/2018	09/20/2018	264.50
							264.50
							Total Dept. Water Treatment: 6,966.78
Dept: 322.000	Water Distribution						
501-322.000-720.100	Office						
	IMPERIAL PRINTERS///	18-3041	Envelopes	51972	08/21/2018	09/20/2018	121.52

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							121.52
501-322.000-720.600	Plumbing						
	CORE & MAIN LP///	J361324	Clamps	51949	08/28/2018	09/20/2018	769.50
							769.50
501-322.000-720.700	Construction						
	FARMERS LAND LEVELING,	22949	Sand	51961	08/30/2018	09/20/2018	1,353.60
	FARMERS LAND LEVELING,	22948	Class II Base	51961	08/30/2018	09/20/2018	1,858.68
							3,212.28
501-322.000-721.200	Other						
	IMPERIAL HARDWARE CO.,	527508/2	Glass Cleaner, Nozzle	51970	09/06/2018	09/20/2018	16.56
	IMPERIAL HARDWARE CO.,	527392/2	Cooler, Markers	51970	09/05/2018	09/20/2018	31.46
	IMPERIAL HARDWARE CO.,	526953/2	Spray Paint	51970	08/30/2018	09/20/2018	11.88
	IMPERIAL HARDWARE CO.,	527582/2	Spray Bottle, Degreaser	51970	09/06/2018	09/20/2018	54.77
	MALLORY SAFETY & SUPPLY	4508386	Hard Hat, Safety Glasses	51978	08/29/2018	09/20/2018	299.30
	MCNEECE BROS OIL	233954	Cushion	51979	08/31/2018	09/20/2018	25.62
							439.59
501-322.000-721.900	Small tools &						
	CORE & MAIN LP///	J092993	DMMR/EMMR Charger	51949	08/28/2018	09/20/2018	2,716.19
							2,716.19
501-322.000-750.200							
	SAN DIEGO COUNTY///		P.W. Radio System Fees/August	51996	09/01/2018	09/20/2018	28.50
	UNDERGROUND SERVICE		Dig Alert Tickets	52006	09/01/2018	09/20/2018	72.70
							101.20
501-322.000-750.400	Travel						
	EAN SERVICES, LLC///	18431141	Vehicle Rental/O. Balderas,	51956	08/31/2018	09/20/2018	134.98
							134.98
Total Dept. Water Distribution:							7,495.26
Total Fund Water:							14,462.04
Fund: 503 Water Debt Service							
Dept: 321.000 Water Treatment							
503-321.000-760.100	Interest						
	CITY NATIONAL BANK///		Refinancing of Water Revenue	51948	08/15/2018	09/20/2018	23,534.81
							23,534.81
503-321.000-760.200	Principal						
	CITY NATIONAL BANK///		Refinancing of Water Revenue	51948	08/15/2018	09/20/2018	121,146.99
							121,146.99
Total Dept. Water Treatment:							144,681.80
Total Fund Water Debt							144,681.80
Fund: 511 Wastewater							
Dept: 331.000 Wastewater							
511-331.000-740.100	Repair &						
	STILLS ELECTRIC///	6491	Replace Blower/Lift Station #3	52004	09/10/2018	09/20/2018	468.70
							468.70
511-331.000-750.200							
	SAN DIEGO COUNTY///		P.W. Radio System Fees/August	51996	09/01/2018	09/20/2018	28.50
							28.50
Total Dept. Wastewater Collection:							497.20
Dept: 332.000 Wastewater							

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
511-332.000-720.100	Office						
	STAPLES CREDIT PLAN///	22912	Folders, Post-its, Laptop Bag	52002	08/27/2018	09/20/2018	174.23
							<u>174.23</u>
511-332.000-720.300	Chemicals						
	BRENNTAG PACIFIC INC.///	BPI868327	Ferric Sulfate	51941	08/23/2018	09/20/2018	1,066.76
							<u>1,066.76</u>
511-332.000-720.500	Electrical						
	CED INDUSTRIAL & LIGHT///		Electrical Panel Cooling Unit	51946	09/10/2018	09/20/2018	6,438.06
							<u>6,438.06</u>
511-332.000-721.200	Other						
	BRAWLEY TRACTOR	0027587	Bolts, Hammer, Proto Extension	51940	09/04/2018	09/20/2018	88.46
	NATIONAL INDUSTRIAL///	7814	Cable Ties	51981	08/22/2018	09/20/2018	125.92
	SPARKLETTS///	9689234	Water, Cooler Rentals Aug 2018	51999	09/01/2018	09/20/2018	136.56
	USA BLUEBOOK, INC.///	665014	Tubing, Adapter	52010	08/24/2018	09/20/2018	192.98
	VISION CARE CENTER///		Safety Glasses/Jose Limon	52011	08/21/2018	09/20/2018	147.50
							<u>691.42</u>
511-332.000-721.900	Small tools &						
	BRAWLEY TRACTOR	0027587	Bolts, Hammer, Proto Extension	51940	09/04/2018	09/20/2018	84.14
							<u>84.14</u>
511-332.000-730.200	Technical						
	ALARM COMMUNICATION	09097	Alarm Monitoring/WWTP	51926	09/18/2018	09/20/2018	90.00
	EFR ENVIRONMENTAL	43703-18	Tote Transportation Fee	51957	09/07/2018	09/20/2018	550.00
	EMPIRE SOUTHWEST LLC///		Full System Inspection/Lift	51959	08/30/2018	09/20/2018	237.00
							<u>877.00</u>
511-332.000-740.200	Cleaning						
	ALSCO AMERICAN LINEN		Cleaning Services	51930	08/27/2018	09/20/2018	109.23
	ALSCO AMERICAN LINEN		Cleaning Services	51930	09/03/2018	09/20/2018	109.23
							<u>218.46</u>
511-332.000-740.400	Rent						
	SPARKLETTS///	9689234	Water, Cooler Rentals Aug 2018	51999	09/01/2018	09/20/2018	15.75
							<u>15.75</u>
511-332.000-750.200							
	SAN DIEGO COUNTY///		P.W. Radio System Fees/August	51996	09/01/2018	09/20/2018	28.50
							<u>28.50</u>
Total Dept. Wastewater treatment:							<u>9,594.32</u>
Total Fund Wastewater:							<u>10,091.52</u>
Fund: 521 Solid Waste							
Dept: 341.000 Solid Waste							
521-341.000-750.600							
	IMPERIAL VALLEY	1522	Membership Dues FY 2018-19	51974	07/09/2018	09/20/2018	42,558.98
							<u>42,558.98</u>
Total Dept. Solid Waste Collection:							<u>42,558.98</u>
Total Fund Solid Waste:							<u>42,558.98</u>

Fund: 601 Maintenance

Dept: 801.000 Vehicle

601-801.000-720.400 Automotive

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
	AUTO ZONE, INC. #2804///		Thermostat #1151 PD	51936	09/06/2018	09/20/2018	30.79
	AUTO ZONE, INC. #2804///		Return Water Outlet	51936	09/06/2018	09/20/2018	-6.02
	AUTO ZONE, INC. #2804///		Return Thermostat	51936	09/06/2018	09/20/2018	-24.77
	AUTO ZONE, INC. #2804///		Water Outlet #1151 PD	51936	09/06/2018	09/20/2018	11.90
	AUTO ZONE, INC. #2804///		Motor Mount #1151 PD	51936	09/04/2018	09/20/2018	84.03
	AUTO ZONE, INC. #2804///		Return Motor Mount	51936	09/05/2018	09/20/2018	-84.03
	AUTO ZONE, INC. #2804///		Motor Mount #1151 PD	51936	09/05/2018	09/20/2018	40.93
	BRAWLEY TRACTOR	0026215	Filter #3913 FD	51940	07/11/2018	09/20/2018	40.51
	NORTHEND AUTOPARTS,	624579	Alternator Belt #85 Parks	51983	09/10/2018	09/20/2018	19.32
	NORTHEND AUTOPARTS,	624609	Brake Pads #P161 PD	51983	09/10/2018	09/20/2018	336.84
	NORTHEND AUTOPARTS,	624699	Blades/Shop	51983	09/11/2018	09/20/2018	48.57
	NORTHEND AUTOPARTS,	624914	Brake Rotors #P162 PD	51983	09/14/2018	09/20/2018	128.70
	O'REILLY AUTO PARTS///		Filters #204 Streets	51986	08/24/2018	09/20/2018	33.54
	O'REILLY AUTO PARTS///		Antifreeze #1151 PD	51986	09/06/2018	09/20/2018	14.00
	O'REILLY AUTO PARTS///		Belt, Filters #106 WWTP	51986	09/11/2018	09/20/2018	103.32
	O'REILLY AUTO PARTS///		Oil Seal, Bearings #85 Parks	51986	09/12/2018	09/20/2018	70.09
	O'REILLY AUTO PARTS///		Filters #903 PD	51986	09/12/2018	09/20/2018	7.87
	O'REILLY AUTO PARTS///		Filters/Shop	51986	09/12/2018	09/20/2018	50.75
	O'REILLY AUTO PARTS///		Copper Plugs #214 Shop	51986	09/14/2018	09/20/2018	5.37
	O'REILLY AUTO PARTS///		Filter #3991 FD	51986	09/14/2018	09/20/2018	70.33
	O'REILLY AUTO PARTS///		Filters #A152 PD	51986	09/17/2018	09/20/2018	14.64
	O'REILLY AUTO PARTS///		Filters/Shop	51986	09/17/2018	09/20/2018	17.46
	O'REILLY AUTO PARTS///		Fuse #3914 FD	51986	06/28/2018	09/20/2018	4.30
	O'REILLY AUTO PARTS///		Fuel Pump #205 Parks	51986	07/18/2018	09/20/2018	290.14
	O'REILLY AUTO PARTS///		Return Fuel Pump	51986	07/18/2018	09/20/2018	-290.14
	RDO EQUIPMENT CO.///	P67341	Wheel, Axle, Bolt #85 Parks	51995	09/12/2018	09/20/2018	139.82
							1,158.26
601-801.000-720.410	Tires						
	OK RUBBER TIRES///	64607	Tires #21 Streets	51988	09/14/2018	09/20/2018	817.04
	OK RUBBER TIRES///	64608	Tires #A152 PD	51988	09/14/2018	09/20/2018	589.68
							1,406.72
601-801.000-720.420	Oils &						
	MCNEECE BROS OIL	233551	Oil/Shop	51979	08/24/2018	09/20/2018	708.24
							708.24
601-801.000-720.500	Electrical						
	AUTO ZONE, INC. #2804///		Battery #203 WTP	51936	09/04/2018	09/20/2018	130.29
	EMPIRE SOUTHWEST LLC///		Battery #21 Streets	51959	09/13/2018	09/20/2018	162.27
	EMPIRE SOUTHWEST LLC///		Return Core	51959	09/13/2018	09/20/2018	-16.17
	NORTHEND AUTOPARTS,	624209	Battery #934 PD	51983	09/04/2018	09/20/2018	204.91
	NORTHEND AUTOPARTS,	624263	Battery/Lift Station #1	51983	09/05/2018	09/20/2018	153.85
	NORTHEND AUTOPARTS,	624271	Credit/Return Battery Core	51983	09/05/2018	09/20/2018	-29.09
	NORTHEND AUTOPARTS,	624262	Warranty Battery	51983	09/05/2018	09/20/2018	-204.91
	O'REILLY AUTO PARTS///		Battery/Shop Volt Meter	51986	08/17/2018	09/20/2018	12.91
	O'REILLY AUTO PARTS///		Battery #15 Streets	51986	09/17/2018	09/20/2018	110.14
							524.20
601-801.000-721.200	Other						
	IMPERIAL HARDWARE CO.,	527509/2	Keys, Key Caps, Dish Soap	51970	09/06/2018	09/20/2018	28.78
	NORTHEND AUTOPARTS,	624366	Blade/Shop	51983	09/06/2018	09/20/2018	18.90
	NORTHEND AUTOPARTS,	624612	Seat Covers #116 Streets	51983	09/10/2018	09/20/2018	261.68
	O'REILLY AUTO PARTS///		Spreader, Hardener #89 Parks	51986	08/09/2018	09/20/2018	6.70
	O'REILLY AUTO PARTS///		Wax #214 Shop	51986	09/07/2018	09/20/2018	8.61
							324.67
601-801.000-730.200	Technical						
	ALARM COMMUNICATION	09104	Alarm Monitoring/P.W.-Shop	51926	09/18/2018	09/20/2018	90.00
	EFR ENVIRONMENTAL	F43240-18	Used Oil Disposal	51957	08/31/2018	09/20/2018	61.05
	IMPERIAL VALLEY		A/C Diagnostic Fee #A151 PD	51973	09/17/2018	09/20/2018	148.75
							299.80

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601-801.000-740.100	Repair &						
	ALL AMERICAN CLEANING///	10258	Repair Steam Cleaner	51927	09/17/2018	09/20/2018	271.29
	DANIELS TIRE SERVICE///		Mount Tires #1151 PD	51952	09/07/2018	09/20/2018	169.86
	DESERT RV///	7630	Window Tint #1151 PD	51955	09/10/2018	09/20/2018	100.00
							<u>541.15</u>
601-801.000-740.200	Cleaning						
	ALSCO AMERICAN LINEN		Cleaning Services	51930	09/03/2018	09/20/2018	36.16
	ALSCO AMERICAN LINEN		Uniform Cleaning Services/Shop	51930	09/03/2018	09/20/2018	25.32
	ALSCO AMERICAN LINEN		Cleaning Services	51930	09/10/2018	09/20/2018	36.16
	ALSCO AMERICAN LINEN		Uniform Cleaning Services/Shop	51930	09/10/2018	09/20/2018	25.32
	ALSCO AMERICAN LINEN		Cleaning Services	51930	09/17/2018	09/20/2018	36.16
	ALSCO AMERICAN LINEN		Uniform Cleaning Services/Shop	51930	09/17/2018	09/20/2018	25.32
							<u>184.44</u>
601-801.000-750.400	Travel						
	MCNEECE BROS OIL	858551	Fuel/Shop	51979	08/31/2018	09/20/2018	91.20
							<u>91.20</u>
Total Dept. Vehicle Maintenance Shop:							<u>5,238.68</u>
Total Fund Maintenance:							<u>5,238.68</u>
Grand Total:							<u>278,166.31</u>

COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: October 2, 2018

City Manager: 

PREPARED BY: Guillermo Sillas, P.E., Public Works Director/City Engineer

PRESENTED BY: Guillermo Sillas, P.E., Public Works Director/City Engineer

SUBJECT: Jack Brothers Inc. – Authorization for Water Service Outside of City Limits

CITY MANAGER RECOMMENDATION: Authorize water service outside of City limits to Jack Brothers, Inc. in the amount of 10,000 gallons per week through May of 2019.

DISCUSSION: Per the City of Brawley Municipal Code, City Council action is required to authorize water service to users outside of City Limits. Jack Brothers, Inc. is a vegetable grower with offices located at 551 W. Main Street and farming operations in unincorporated Imperial County. Jack Brothers has requested access to and use of potable water from the City of Brawley. The water is proposed for use in produce operations in unincorporated Imperial County.

The City of Brawley owns and maintains a water line that extends into unincorporated Imperial County to serve Poe Colonia. Jack Brothers, Inc. is requesting to access potable water from a fire hydrant located at the east side of Cady Rd. in the vicinity of Poe Colonia. A 2,500 gallon water truck with an air gap system is proposed to supply 5,000 to 10,000 gallons per week to their facilities. The applicable water rate is construction water per the City's Prop. 218 rate schedule.

Public Works and Fire personnel conducted a review of the site and determined that the water supply from the fire hydrant at the proposed location is acceptable for a limited duration. The location is subject to minimal traffic. Only one business and one residential dwelling are present in the area.

Staff recommends approving the request through May 2019. It is also staff's recommendation that the requesting party be responsible for quarterly reporting of consumption via meter readings at the City of Brawley Public Works Department.

City staff respectfully request that 90 days prior to the expiration of City Council authorization, Jack Brothers inform the City if permanent arrangements will be pursued. The subject of permanent water service will then return to the City Council for approval. As a part of the City Council action item, staff will evaluate the continued use of the hydrant location and additional improvement to the point of access. The requesting party has been advised that due to the physical location, County of Imperial permitting, and coordination would be necessary to accomplish improvements. Permanent use may include assessment of a City of Brawley water capacity fee.

FISCAL IMPACT: \$13.19 per day plus \$1.82 per 1,000 gallons through February 28, 2019
\$14.37 per day plus \$1.98 per 1,000 gallons as of March 1, 2019

ATTACHMENTS: Jack Brothers, Inc. Correspondence; Vicinity Map; Prop. 218 Rate Schedule



Jack Brothers
P.O. Box 116
Brawley, CA 92227
(760) 344-3781
09/20/2018

City of Brawley
Administration Offices
383 Main Street
Brawley, CA 92227

Subject: Approval for Immediate Usage of City Water Long Term

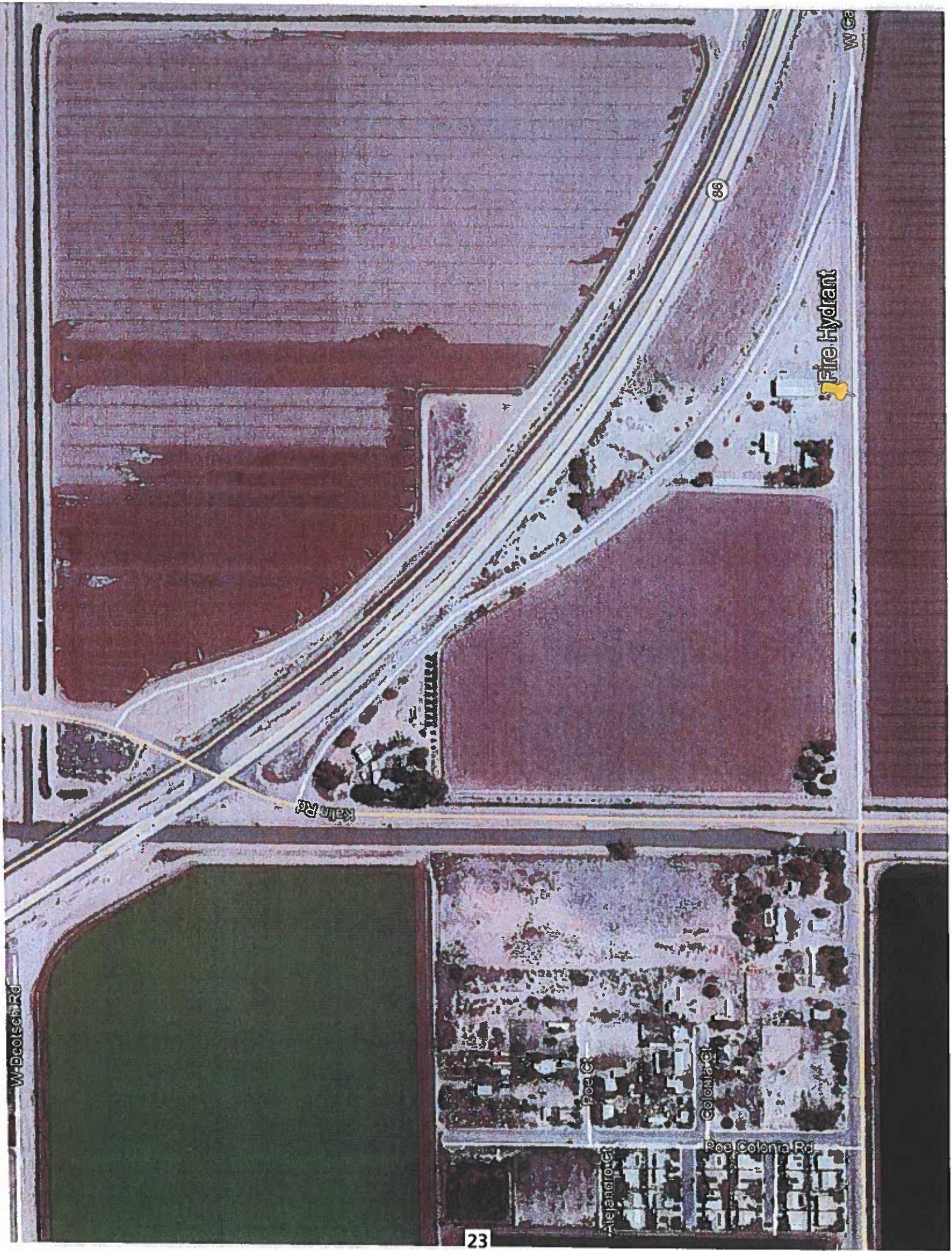
Dear City of Brawley:

Jack Brothers Inc. is requesting the immediate ability to purchase the use of potable city water from the City of Brawley. The potable city water will be used for the production of produce in Brawley California, ranging from application procedures to harvesting. Our company is estimating a usage of 5,000 – 10,000 gallons of water per week for the extended future. The water will be pumped from the proposed hydrant directly into a 2,500 gallon water tank using an air gap system. Jack Brothers Inc. is proposing the use of a fire hydrant meter located at the East end of Cady Road in Brawley. Please see the attached Google maps for the exact location of said fire hydrant. We, Jack Brothers Inc, acknowledge and agree to purchase the Master Meter required by the City of Brawley. The immediate approval of our request for access to potable city water is of great importance.

Sincerely,

Jack Brothers Inc.

Fred Mamer / General Manager

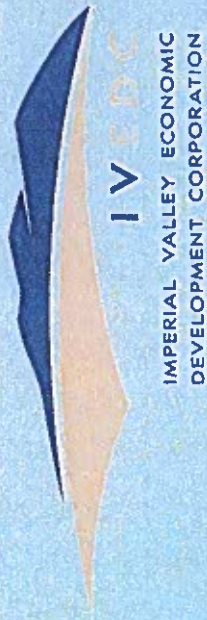


Proposed Water Rates

Table 1	Proposed Water Rates				
Monthly Base Charge by Meter Size	**1-Oct-15	**1-Jul-16	**1-Jul-17	**1-Jul-18	**1-Jul-19
<u>Residential</u>					
1 Inch and below	\$32.19	\$35.09	\$38.24	\$41.69	\$44.61
1 1/2 Inch and above	\$62.49	\$68.11	\$74.24	\$80.92	\$86.59
<u>All Other Classes</u>					
1 Inch and below	\$32.19	\$35.09	\$38.24	\$41.69	\$44.61
1 1/2 Inch	\$62.49	\$68.11	\$74.24	\$80.92	\$86.59
2 Inch	\$100.36	\$109.39	\$119.23	\$129.97	\$139.06
3 Inch	\$221.54	\$241.48	\$263.22	\$286.90	\$306.99
4 Inch	\$397.64	\$433.43	\$472.44	\$514.96	\$551.00
6 Inch	\$819.90	\$893.69	\$974.12	\$1,061.79	\$1,136.12
8 Inch and above	\$1,514.82	\$1,651.16	\$1,799.76	\$1,961.74	\$2,099.06
Variable Rate per 1,000 gallons of usage	1.53	1.67	1.82	1.98	2.12
<u>Temporary Hydrant Meters</u>					
Base Per day	11.10	12.10	13.19	14.37	15.38
Variable Rate per 1,000 gallons of usage	1.53	1.67	1.82	1.98	2.12
<u>Non-Metered Commercial/Other Services - Monthly</u>					
GROUP A: Average monthly usage, 1 to 25,000 gallons	\$83.32	\$90.82	\$98.99	\$107.90	\$115.46
GROUP B: Average monthly usage 25,001 to 50,000 gallons	\$166.63	\$181.63	\$197.97	\$215.79	\$230.89
GROUP C: Average monthly usage 50,001 to 75,000 gallons	\$249.96	\$272.46	\$296.98	\$323.71	\$346.37
GROUP D: Average monthly usage 75,001 to 100,000 gallons	\$333.27	\$363.26	\$395.96	\$431.59	\$461.80
<u>Schools</u>					
Barbara Worth Jr. High School	\$750.76	\$818.33	\$891.98	\$972.26	\$1,040.32
Brawley Union High School	\$2,838.16	\$3,093.59	\$3,372.02	\$3,675.50	\$3,932.78
Hidalgo School	\$526.77	\$574.18	\$625.85	\$682.18	\$729.93
Oakley School	\$772.34	\$841.85	\$917.61	\$1,000.20	\$1,070.21
Phil Swing School	\$937.30	\$1,021.66	\$1,113.61	\$1,213.83	\$1,298.80
Sacred Heart School	\$89.03	\$97.04	\$105.78	\$115.30	\$123.37
Soroptimist School	\$64.66	\$70.48	\$76.82	\$83.74	\$89.60
Witter School	\$1,000.09	\$1,090.10	\$1,188.21	\$1,295.15	\$1,385.81

Versión en español disponible en www.brawley-ca.gov

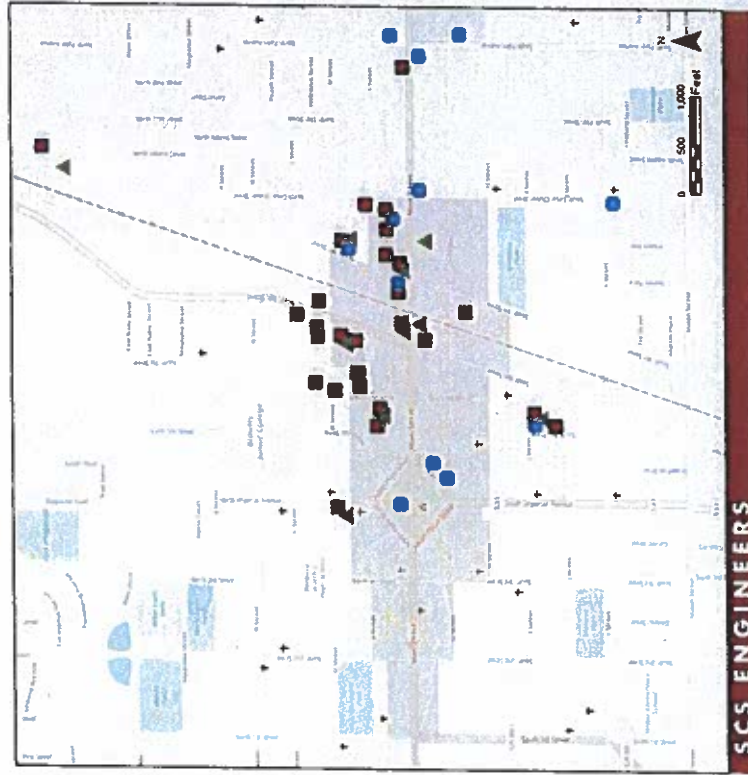
Spanish version available at www.brawley-ca.gov



2018 Brawley Brownfields Initiative

Oct 2, 2018

SCS ENGINEERS



Get your Brownfield site assessed today!

Are you;

- > interested in selling your property?
- > interested in buying a property?
- > considering re-development of your property?

If so, this initiative can provide FREE Phase 1 and Phase 2 environmental site assessments to qualifying properties as well as a pathway for remediation if needed.

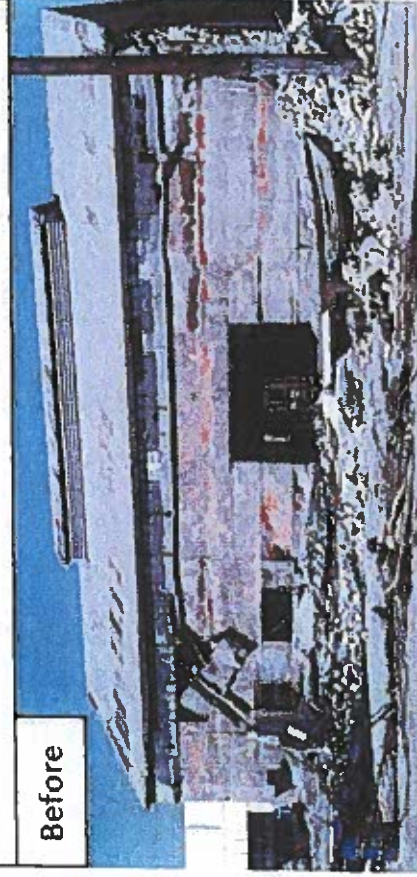
What is a Brownfield Site?

A property with real or perceived contamination concerns creating barriers to re-development and reuse which inhibits community growth. Typical contaminants may include petroleum, asbestos, lead based paint and more. Don't let these concerns inhibit future opportunities for community growth

33% of properties suspected of environmental concerns are found to have none!

Former El Centro Motors on Main St. & 4th El Centro

Before

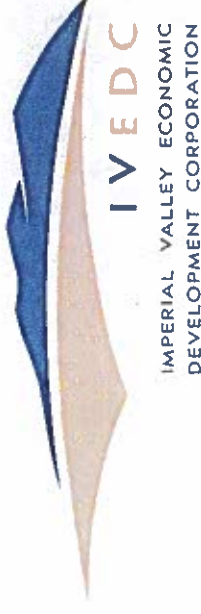


Existing El Centro Regional Medical Center Clinic

After



Brownfields Initiative

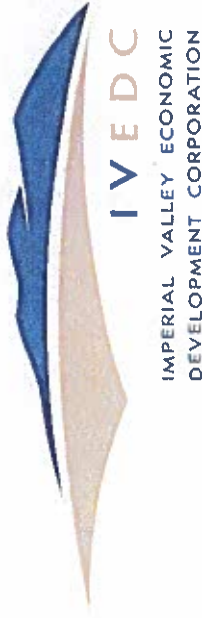


The identification, assessment and cleanup of Brownfields sites can play a transformative role in creating redevelopment opportunities and encouraging private investment to transform blighted, vacant, and/or underutilized properties into thriving communities and businesses."



The Inferno is an example of a successful business within the project area.

Brownfields 101



- Brownfields Properties:
 - Former Service Stations
 - Oil and Gas Sites
 - Salvage Yards
 - Illicit Dump Sites
 - Landfills
 - Industrial Sites
 - Rail Yards
 - Abandoned/Occupied Buildings


Description	Implication
Market Value Exceeds Cleanup Costs	Private Market Completes Cleanup & Redevelopment
Value Close to Covering Development & Cleanup Costs	Targeted Public Investment Can Make Project Feasible
Environmental Liability Far Exceeds Property Value	Requires Significant Public Investment or Market Change

Project Approach



- **Phase Is/Asbestos/Lead/HazMat Surveys**

- Compliance with EPA/ASTM requirements
- Grouping Phase Is/IIIs for efficiency 

- **Phase II Investigations**

- Identify and comply with appropriate regulatory agency requirements
- Design and scope should match end-use/development options 
- Identify efficiencies through smart Phase II design and appropriate scope

- **Cleanup Planning**

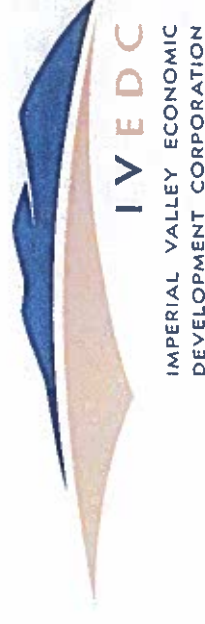
- Must consider end-use
- Real estate redevelopment site planning to create value/opportunities 
- Identify efficiencies with site construction
- Cost estimates to inform decision making 

- **Quality Assurance**

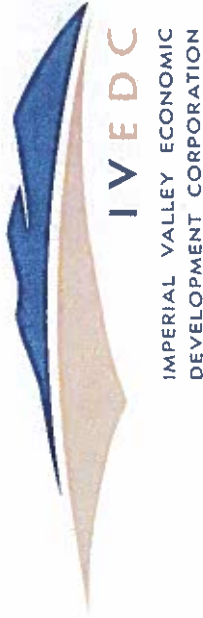
- Compliance with EPA requirements is critical
- Focused programmatic QAPP for efficiency
- Data quality and standards must consider end use



A property with fire damage within the project area.



Project Approach




- **Community Outreach and Involvement**

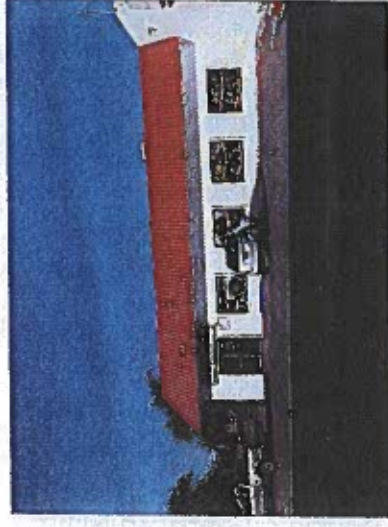
- Assist ICTC, property owners, and community stakeholders to develop selection criteria
- Using these criteria, select petroleum and hazardous substance sites
- SCS can help strategically with community outreach - as much or as little support as needed

- **Grant Management and Program Support**

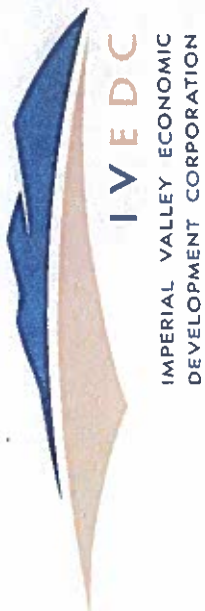
- Experienced with all aspects (ACREs, reporting, etc.). Advisers or doers

- **Brownfields Inventory and Site Selection**

- Brownfields inventory to facilitate site selection
- Develop site selection criteria using GIS as an interactive tool 
- GIS as an interactive tool to facilitate site and economic development (e.g. using "layers" to convey key info, for marketing tool, convey infrastructure information)

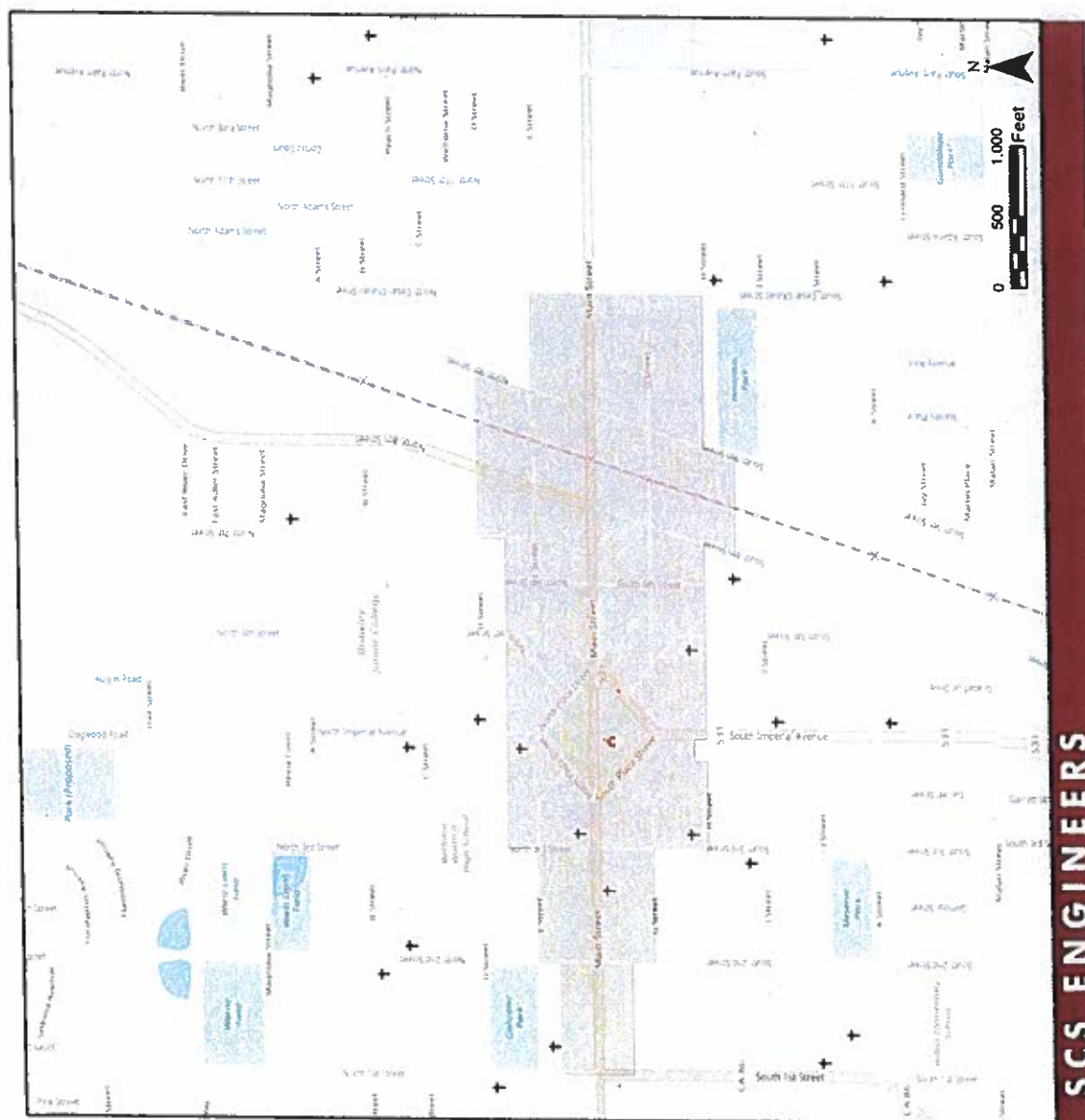


Former dry cleaner currently used as a donut shop.



Brownfields Inventory/ Downtown Brawley

Area of Interest

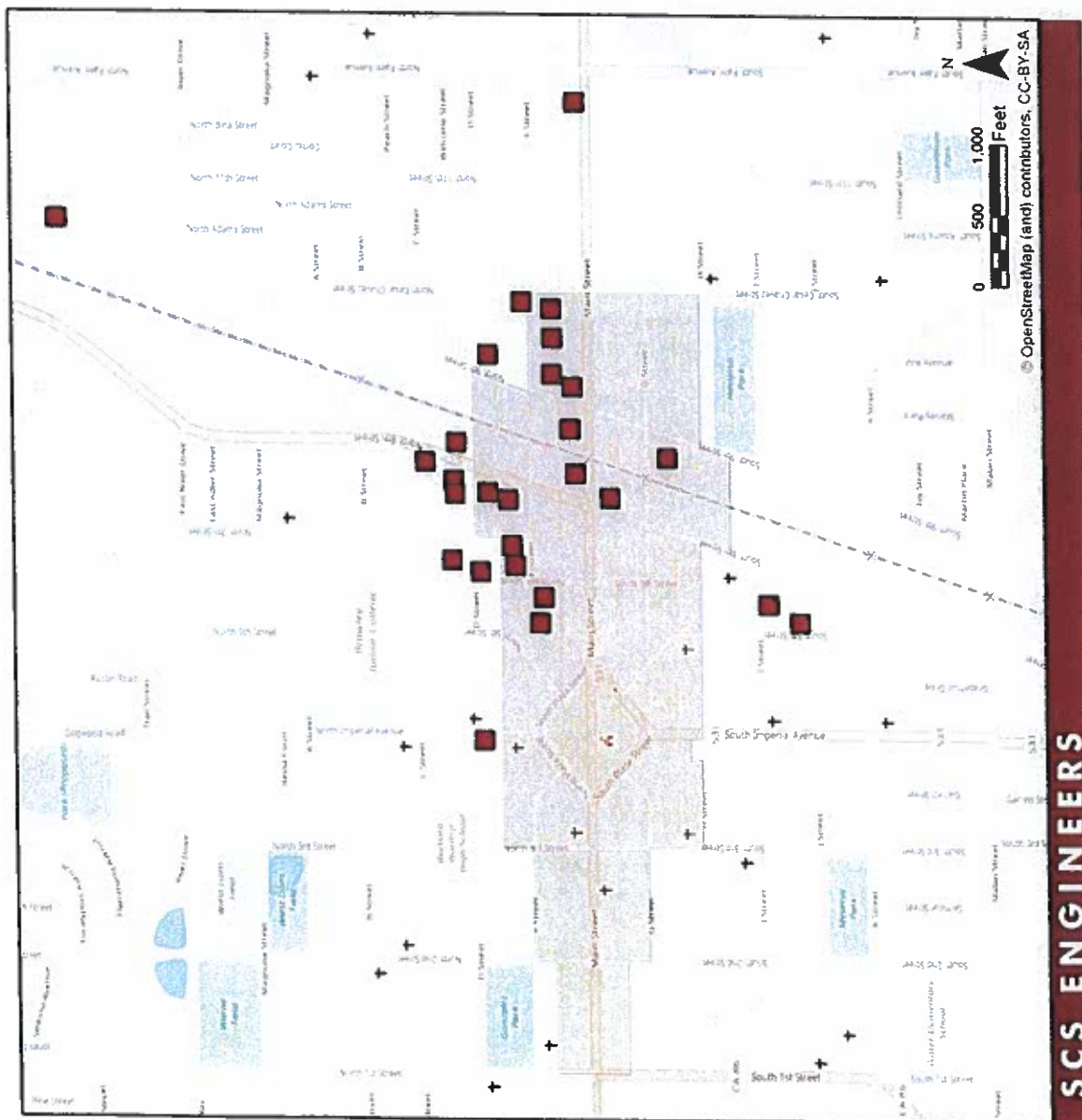


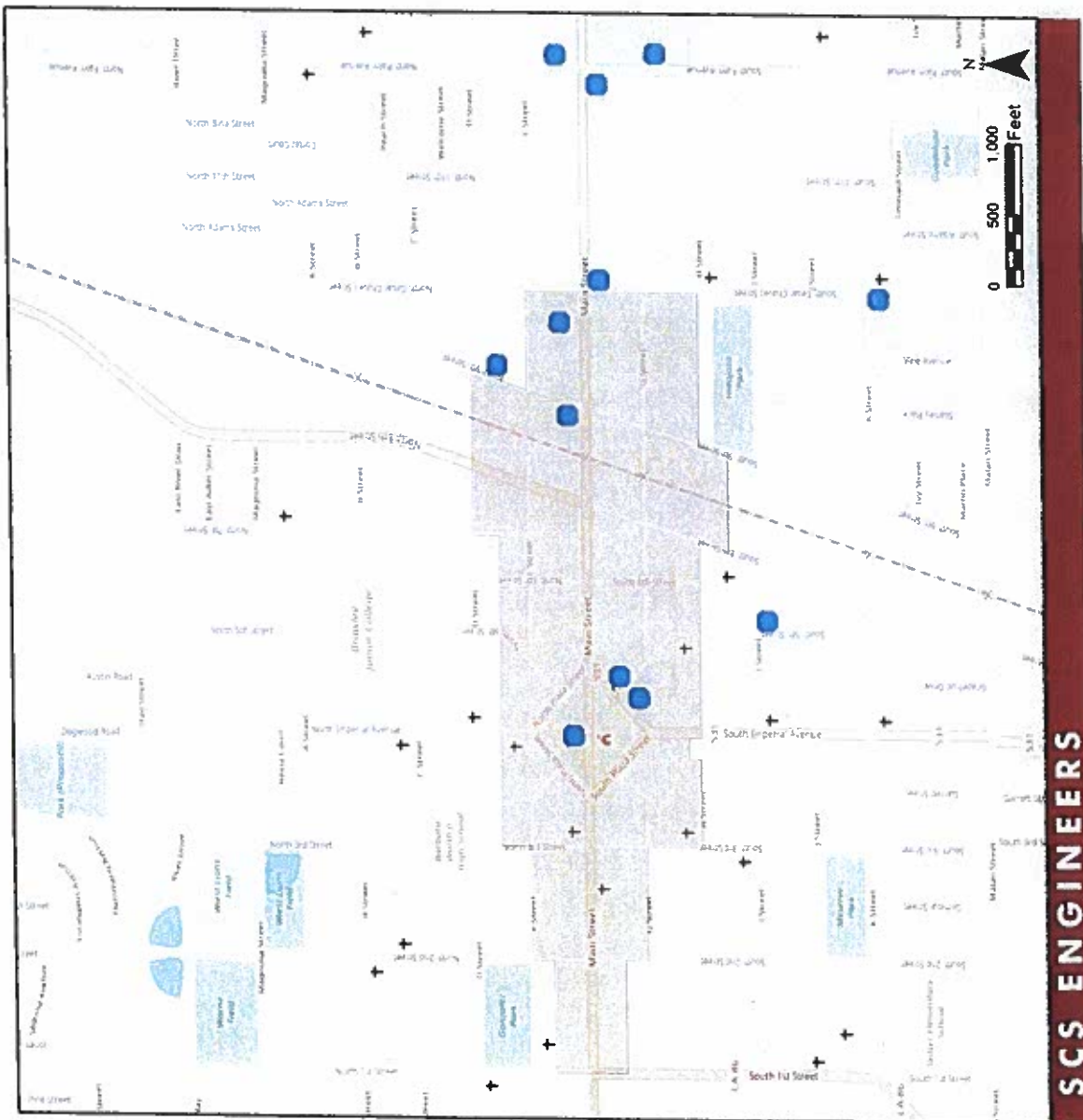
SCS ENGINEERS

SCS ENGINEERS

Brownfields Inventory/ Downtown Brawley

-  Area of Interest
-  Historical Dry Cleaner, Auto Repair, or Gas Station





Brownfields Inventory/ Downtown Brawley

Area of Interest

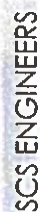
Registered Underground Storage Tanks

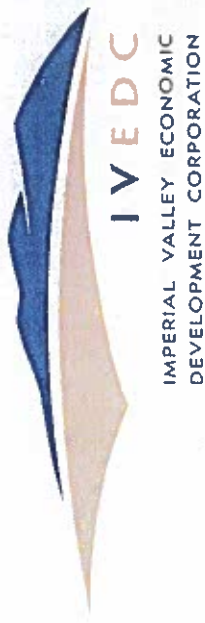
SCS ENGINEERS

SCS ENGINEERS



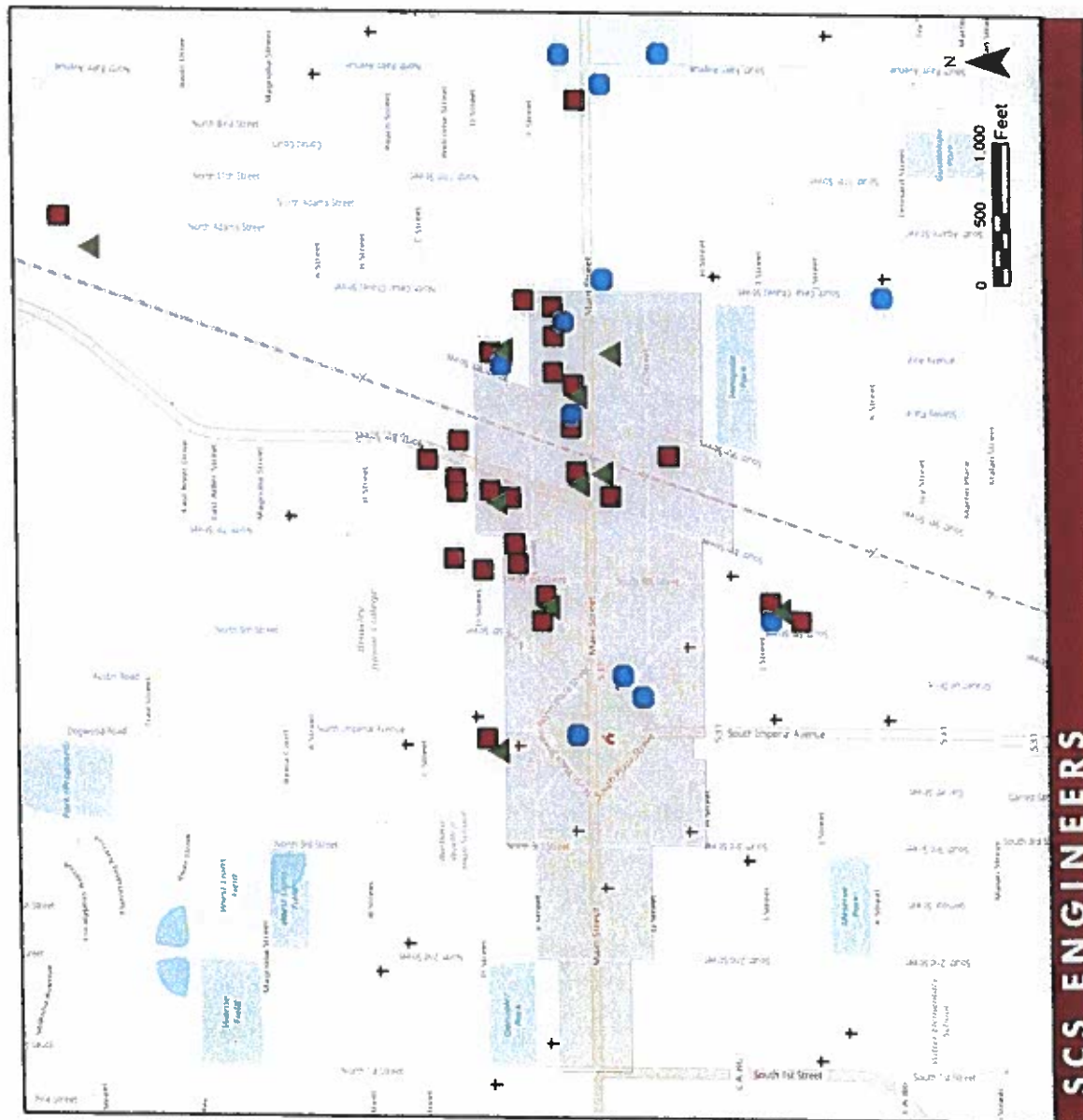
10





Brownfields Inventory/ Downtown Brawley

- Area of Interest**
- Historical Dry Cleaner, Auto Repair, or Gas Station
 - Registered Underground Storage Tanks
 - Hazardous Materials and/or Waste at Location



SCS ENGINEERS

SCS ENGINEERS

Revitalizing Brawley one site at a time



The Brawley Brownfield Initiative Community Outreach Event

Oct. 11, 2018
5:30 pm

Del Rio Community Center
1501 "I" St., Brawley CA 92227

[Click here to Register](#)

or visit

www.tinyurl.com/brawleyphase1

Get your Brownfield site assessed today!

For more information please contact Sean Wilcock, IVEDC Brownfields Project Manager
sean@ivedc.com or 760-353-8332

Thank you!

Questions?

COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: October 2, 2018

City Manager:



PREPARED BY: Robert Sawyer, Chief of Police

PRESENTED BY: Robert Sawyer, Chief of Police

SUBJECT: City of Brawley Communications Center Upgrade – Use of 9-1-1 Residual Funds

CITY MANAGER RECOMMENDATION: Authorize the purchase of three complete workstations, associated chairs and headsets for the City of Brawley Communications Center and the performance of work by AT&T, Airwave Communications and Stills Electric to support the upgrade project. Out of pocket City expenses in the amount of \$33,942.52 shall be advanced from the Federal Asset Forfeiture Account and 100% reimbursed by the California 9-1-1 Emergency Communications Office.

DISCUSSION: The California 9-1-1 Emergency Communications Branch designates funding on a five-year cycle to replace 9-1-1 telephone equipment and infrastructure for Public Safety Answering Points, better known as communication or dispatch centers. A portion of these funds were allotted for the upgrade of the City's internal 9-1-1 telephone system which was accomplished in September 2018. Residual funds in the amount of \$107,579.01 are now available for eligible equipment purchases related to the 9-1-1 systems.

Brawley PD conducted an internal assessment and identified specific needs. The proposed work includes the replacement of the existing three work stations, four chairs, eight headsets and headset interfaced adaptors at each workstation. The upgrade of the 9-1-1 system and workstations require facility upgrades (primarily electrical) and a temporary relocation of dispatch consoles during the upgrade. These are only a limited number of the necessary upgrades. However, these are the only upgrades permissible under the California 9-1-1 Emergency Communications Branch funding source.

The upgrades to the communication center were broken down into six distinct areas:

- 1) Three Workstations
- 2) Four Chairs
- 3) Eight Headsets
- 4) Facility Upgrades
- 5) Temporary Relocation of Radio Consoles
- 6) 9-1-1 and Business Telephone Lines

Pursuant to Brawley Municipal Code Chapter 21 – Purchasing System, Section 21A.8 – Informal open market purchases, staff obtained three quotes for like or similar products and services as it relates to the chairs and electrical upgrades. The purchase of the headsets and labor associated with the

temporary move of radio consoles, 9-1-1 and business telephone lines are sole source due to the nature of the specific work.

Section 21A.9 of the Brawley Municipal Code allows for alternative pathways to procurement via purchases from other public agencies. The California 9-1-1 Emergency Communications Branch designated Russ Bassett as an on-contract approved vendor. Russ Bassett is also a vendor approved by the California Department of General Services that participates in the California Multiple Award Schedule (CMAS – No. 4-08-71-0077C), valid from August 27, 2013 through May 30, 2023. This is significant as it allows public agencies, such as the City of Brawley, to leverage federal pricing from Russ Bassett through their General Service Administration (GSA) Contract No. GS-28F-0022U.

Workstations

Brawley PD identified two other potential vendors that provided furniture similar to that of Russ Bassett. A thorough review of all products was conducted. The furniture currently used in the dispatch center was purchased from one of the two alternate vendors identified. This furniture does not meet the department's current needs and has not lasted through the anticipated lifecycle. Based on past history with this vendor's product, the vendor was eliminated as a viable option.

Staff conducted an on-site visit to an agency that uses Russ Bassett's furniture and an agency which utilized the third vendor's furniture to evaluate both products. The agency utilizing the third vendor's furniture voiced numerous complaints regarding the product. One of the complaints included items that had stopped functioning with the first six months of use. The agency utilizing Russ Bassett was very complimentary not only of the product, but equally important they were satisfied with the customer service provided. Staff noted the Russ Bassett workstations featured interlocking pieces for improved strength, the inability to damage pieces by removal, single point adjustability, desktop electrical outlet access locations, and the most appropriate quantity of storage.

Based on a comprehensive review of products available from three vendors, staff selected the workstations manufactured by Russ Bassett. The associated costs total \$49,805.64. Because Russ Bassett is an approved vendor, \$35,789.00 will be paid directly to Russ Bassett by the California Office of Emergency Services, 9-1-1 Emergency Communications Branch. The remaining amount of \$14,016.64 will be paid by the City and will be fully reimbursed by the California Office of Emergency Services.

Chairs

Three vendors were identified as manufacturing commercial grade chairs that would meet the needs of Brawley's communication center. They were identified as Tartan Associates, Pioneer Network Inc., and Body Built. All three were responsive and provided quotes as shown below.

Manufacturer	Total
Tartan Associates	\$4,724.34
Pioneer Network Inc.	\$5,877.00
Body Built	\$5,130.00

As the lowest provided quote, the selected vendor was Tartan Associates. The chairs selected will meet the three workstation needs.

Facility Upgrades

The City attempted to secure competitive bids for electrical work in the communication center from three vendors. These vendors were identified as Stills Electric, Sierra Air and Omega Electric. Only two of the three were responsive. Omega Electric declined to provide a bid. Brawley-based Stills Electric was determined to be the lowest cost and met the proposed scope of work. Please note both bids include prevailing wage.

Company	Total
Stills Electric	\$7,437.20
Sierra Air	\$8,170.18
Omega Electric	Declined

Headsets

The Brawley Police Department utilizes Motorola brand radio equipment. Airwave Communications is the Motorola distributor for the area and, as such, is the sole source provider for the headsets. The associated costs are determined to be \$1,382.96

Temporary Relocation of Radio

Airwave Communications is the local Motorola distributor and is associated with the radio system collective, referred to as the Regional Communications System (RCS), and the Imperial Valley Emergency Communication Authority (IVECA). Airwave Communications is the sole source provider for these services. The associated costs are determined to be \$3,346.38.

Temporary Relocation of Phones

AT&T is the designated sole source provider for all Public Safety Answering Points' (PSAPs) emergency and business telephone services, Text-to-9-1-1, and associated tracking data. They will be utilized to assist with the temporary relocation of telephones. The associated costs are determined to be \$3,035.00.

FISCAL IMPACT:

On-Contract

On-Contract purchases will be made in the amount of \$35,789.00 to include sales tax, delivery and installation. This will be paid directly to the vendor by the California 9-1-1 Emergency Communications Office per Contracted listing. There will be no impact to the general fund.

Off-Contract

The remaining items will be purchased off-contract in the amount of \$33,942.52 to include sales tax, delivery and installation. These funds will be drawn from the Federal Asset Forfeiture Account and will be reimbursed by California 9-1-1 Emergency Communications Office.

ATTACHMENTS:

Commander Houser's staff report
C911ECB Award Letter
C911ECB Commitment to fund Vesta Upgrade & Host B
C911ECB Authorized residual funds email
9-1-1 Purchase Order #2469
9-1-1 Purchase Order #2519
Russbassett DC-10928-01
AT&T Work Request

Airwave Communications #2941
Stills Electric #3758
Sierra Air #5575
Airwave Communications #3004
Tartan Associates Quote #TA-Q313
Pioneer Network Inc. Quote #Kim18-1
CalOES Reimbursement Form

STAFF REPORT

To: Chief Sawyer
From: Commander Houser
Date: 7/17/2018
Re: 9-1-1 Residual Funds Plan

Background: On a five-year funding cycle, the California 9-1-1 Emergency Communications Branch (CA911B) designates funding through the Advance Notification for Customer Premise Equipment (CPE) Funding. The 2016 allotment has been authorized for the purpose of replacing the 9-1-1 telephone system and network Host B at the Brawley PSAP location. The allotment authorization was designated in the amount of \$255,000 for Brawley PSAP site. A vendor was selected by the regional PSAP management group, which consists of representatives from the Brawley Police Department, El Centro Police Department, Imperial County Sheriff's Officer, and Calexico Police Department for the telephone replacement project. The total replacement project was authorized by CA911B for \$195,985.40 for the Brawley PSAP and Host B network located at the Brawley site. The replacement Brawley PSAP cost was identified as \$120,931.29. The costs include hardware, software, and programming of 9-1-1 emergency communication systems. From the replacement project total cost, the designated Host B funds of \$75,054.11 were embedded in the total Brawley site cost, but were not counted toward the remaining CPE funds available to the Department. An included non-reoccurring cost of maintenance was assessed at \$26,489.70. The maintenance cost was directly billed to AT&T with the replacement project and directly paid for by CA911B with the Department's CPE allotment funds. The residual funds available amounted to \$107,579.01. As outlined by the CPE FUNDING POLICY, CPE Funding Fixed Allotment, those residual funds remain programmable for designated allowable equipment purchases related directly to PSAP 9-1-1 emergency communication systems within the Brawley Communication Center.

Status: An internal assessment of the Communication Center needs was conducted. Three identifiable needs were established. The three workstations were identified as inadequate for current workload demands, a safety hazard to personnel, and nonfunctional in protection of sensitive computer equipment housed within them. The dispatcher chairs were identified as due for replacement and overextended lifecycle. The individually assigned dispatcher interface headsets were due for replacement and overextended lifecycle. With the updating of the workstations, the headset interface adaptor for workstation #3 was identified as required equipment.

A competitive vendor effort was conducted. Three vendor quotes were solicited from Russbassett, Watson Furniture, and Xybix Furniture. Russbassett offered the California Multiple Award Discount Deducted (CMAS Contract (#4-08-71-0077C) pricing; and will extend those prices to the City of Brawley. The new Russbassett workstations configurations feature interlocking pieces for improved strength, inability to damage pieces by removal, single point adjustability, desktop electrical outlet

bch

access locations, and most appropriate storage needs. Other associated costs will include installation of acceptable electrical circuits within the Communication Center, temporary and reinstall configuration for the telephone system, and temporary and reinstall relocation of communication equipment.

Competitive bid efforts were conducted to locate and secure three bids for the electrical requirements of the proposed workstations. Stills Electric and Sierra Air were responsive and their respective bids were provided. Omega Electric assessed the scope of work, but declined to provide a bid. Brawley-based Stills Electric was determined to be the lowest cost and met the proposed scope of work.

Due to the established maintenance agreement and warranty with Motorola and the Regional Communication System (RCS) radio system, Airwave Communication is designated as a sole source provider for the proposed temporary configuration of dispatching equipment.

AT&T is the designated sole source provider for all PSAP emergency and business telephone services, Text-to-9-1-1, and associated tracking data and will be used for the temporary configuration of dispatch workstations.

A competitive vendor effort was conducted to meet the replacement needs of dispatcher chairs. Three vendors were sought. Of the three vendors, Tartan Associates, Pioneer Network Inc., and Body Built were responsive and provided quotes. As the lowest provided quote, the selected vendor was Tartan Associates. The chairs selected will meet the three workstation needs.

Due to the established maintenance agreement and warranty with Motorola and the Regional Communication System (RCS) radio system, Airwave Communication is designated as a sole source provider for the dispatcher headsets and associated equipment needs.

Purchasing plan: The purchasing plan is divided into two categories, On-Contract vendors and Off-Contract vendors. These designations are determined by the California 9-1-1 Emergency Communications Office. For the on-contract vendors, invoices can be directly channeled to the California 9-1-1 Emergency Communications for payment processing. For the off-contract vendors, the initial invoice is paid by the Department and reimbursement is provided from California 9-1-1 Emergency Communications Office. A confirmation for authorization to reimburse off-contract funds has been received from California 9-1-1 Emergency Communications Office. A portion of the furniture cost of \$35,789.00 has been determined to be an on-contract purchase. The remaining furniture costs, electrical work, temporary removal/install, chairs, and headset have been determined to be an off-contract purchase.

Vendor	On-Contract	Off-Contract
Russbassett (workstations)	35,789.00	14,016.64
Airwave Communication (workstations)		3,346.38

Stills Electric (workstations)		7,437.20
AT&T (workstations)		3,035.00
Airwave Communications (headset/adaptor)		1,382.96
Tartan Associates (dispatcher chairs)		4,724.34
TOTAL	\$35,789.00	\$33,942.52

Recommendation: It is my recommendation the proposed furniture purchase and associated off-contract work reimbursement costs be approved. The updated equipment will meet the increased workload needs of the dispatcher workstations, protect computer equipment, and allow for better storage options in the limited space of the Communications Center. It is my recommendation the required dispatcher headsets, workstation headset adaptor, and dispatcher chairs be approved.

Fiscal: \$35,789.00 (sales tax, delivery & install). No General Fund impact. Direct funding is provided by the California 9-1-1 Emergency Communications Office per Contracted listing.

\$33,942.52 (sales tax, delivery & install). TBD Department funds. Reimbursement funding is provided by the California 9-1-1 Emergency Communications Office.

Attachments:

C911ECB Award Letter
 C911ECB Commitment to fund Vesta Upgrade
 C911ECB Commitment to fund Host B
 C911ECB Authorized residual funds email
 9-1-1 Purchase Order #2469
 9-1-1 Purchase Order #2519
 Russbassett DC-10928-01
 Watson Synergy Pro
 AT&T Work Request
 Airwave Communications #2941
 Stills Electric #3758
 Sierra Air #5575
 Airwave Communications #3004
 Tartan Associates Quote #TA-Q313
 Pioneer Network Inc. Quote #Kim18-1
 CalOES Reimbursement Form



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

June 28, 2016

Tracking Number: 19766

Brett Houser, Commander
Brawley Police Department
351 Main St.
Brawley, CA 92227

Subject: Customer Premise Equipment (CPE) Fixed Allotment Funding

Dear Commander Houser:

The California 9-1-1 Emergency Communications Branch (CA 9-1-1 Branch) has received your June 14, 2016 Advance Notification for CPE Funding letter of intent to replace the 9-1-1 telephone system at your Public Safety Answering Point (PSAP). Acceptance of CPE Allotment funds from the CA 9-1-1 Branch commits your agency to PSAP operations 24 hours-a-day, seven days-a-week, for a minimum of five years. If PSAP operations are not maintained at that level, the Brawley Police Department may become financially responsible for all subsequent CPE maintenance and 9-1-1 network service charges. Our evaluation of recent 9-1-1 emergency call volume qualifies the Brawley Police Department for a Fixed Allotment in the amount of \$255,000.00 as of November 14, 2017. The Fixed Allotment funding will expire June 30, 2018 if your CPE approval process has not been initiated. Years six (6) and seven (7) of extended maintenance will not be deducted from your Fixed Allotment. Extended maintenance cost in year eight (8) and beyond is the PSAPs responsibility.

The CA 9-1-1 Branch has implemented a non-mandatory Master Purchase Agreement (MPA) that enables participating vendors to invoice the CA 9-1-1 Branch directly for the purchase of 9-1-1 systems and services. User instructions for the MPA are available at:

<http://www.caloes.ca.gov/for-governments-tribal/public-safety/ca-9-1-1-emergency-communications-branch/ca-9-1-1-services-contracts>

Please contact me directly with any questions at elizabeth.mclean@caloes.ca.gov or (916) 657-9180.

Sincerely,

A handwritten signature in black ink, appearing to read 'Elizabeth McLean'.

ELIZABETH McLEAN, 9-1-1 Consultant
California 9-1-1 Emergency Communications Branch

cc: Michael Crankshaw, Chief of Police, Brawley Police Department
Ruby Walla, Finance Officer, Brawley Police Department
Regina Kim, Dispatch Supervisor, Brawley Police Department

601 SEQUOIA PACIFIC BLVD, SACRAMENTO, CA 95811
PUBLIC SAFETY COMMUNICATIONS
(916) 657-9369 TELEPHONE (916) 657-9882 FAX

State of California, California 9-1-1 Emergency Communications Office (9-1-1 Office)
COMMITMENT TO FUND 9-1-1 EQUIPMENT AND SERVICES

TD-288 (Rev. 12/06)



This Form To Be Completed By The State 9-1-1 Office Only

Public Agency:	Brawley Police Department	Contractor Name:	AT&T
Address:	351 Main St	Mailing Address:	
City, State, Zip:	Brawley, CA 92227	City, State, Zip	
PSAP Manager:	Brett Houser	Representative:	Jeff Cushman
E-mail Address:	bhouser@brawley-ca.gov	E-Mail Address:	
Phone Number:	(760) 351-2650	Phone Number:	
Fax Number:	(760) 344-2167	Fax Number:	

Type of Funding Request:

- ☒ 9-1-1 Equipment ☐ 9-1-1 Network ☐ Training
☐ 9-1-1 Education ☐ County Coordinator Expense ☐ 7-Digit Phone Lines
☐ Maintenance Other:

Description of Equipment and Services to be funded: AT&T will install a new 3 position Vesta 7.X 9-1-1 System for the Brawley Police Department. CPE system is part of Imperial County Hosted Solution and will be installed and maintained exclusive to the terms and conditions of **MPA contract 4156-8**.

Purchase/Service Information: Include equipment or service description, quantity, part number, unit cost, installation cost, monthly cost, tax and total cost. Attach contractors quote or PSAP purchase order, where applicable.							
Description	Quantity	Service/ Eqmt. ID#	Unit Cost	Installation	Monthly Cost	Total Recurring Cost	Total Non- Recurring Cost
Vesta 7.X CPE 3 position	1		69,756.60			-	69,756.60
Installation	1			17,714.95		-	17,714.95
Maintenance	48				584.45	28,053.60	-
per position cost of hosts	3		8,829.90				26,489.70
PO issued by Host PSAP	3		-8,829.90				(26,489.70)
A total of \$147,420.99 will be deducted form the Brawley Police Department's CPE Allotment				Subtotal		28,053.60	87,471.55
				Tax and Surcharge		5,406.14	
				TOTAL APPROVED		\$120,931.29	
TD-288 expiration date: N/A				Fiscal Year: 2017/2018			
All invoices shall refer to tracking number: 19766				PSAP/Object Code: 1302/702.08			
The State of California's monetary obligation under this agreement in subsequent fiscal years is subject to, and contingent upon, availability of funds in the State Emergency Telephone Account. Please be advised that this commitment to fund does not constitute a binding purchase order agreement.							
RECOMMENDED FOR APPROVAL BY			Telephone Number		APPROVED BY		Date
 CURT GUILLOT			916-657-9680		 ALICIA FULLER		2/12/18

State of California, California 9-1-1 Emergency Communications Office (9-1-1 Office)
COMMITMENT TO FUND 9-1-1 EQUIPMENT AND SERVICES

TD-288 (Rev. 12/06)

This Form To Be Completed By The State 9-1-1 Office Only

Public Agency:	Brawley Police Department	Contractor Name:	AT&T
Address:	351 Main St.	Mailing Address:	
City, State, Zip:	Brawley, CA 92227	City, State, Zip	
PSAP Manager:	Brett Houser	Representative:	Jeff Cushman
E-mail Address:	bhouser@brawley-ca.gov	E-Mail Address:	
Phone Number:	(760) 351-2650	Phone Number:	
Fax Number:	(760) 344-2167	Fax Number:	

Type of Funding Request:

- ☒ 9-1-1 Equipment ☐ 9-1-1 Network ☐ Training
☐ 9-1-1 Education ☐ County Coordinator Expense ☐ 7-Digit Phone Lines
☐ Maintenance Other:

Description of Equipment and Services to be funded: AT&T will install a new HOST B Vesta 7.X 9-1-1 System at Brawley Police Department. CPE system is part of Imperial County Hosted Solution and will be installed and maintained exclusive to the terms and conditions of **MPA contract 4156-6**

Purchase/Service Information: Include equipment or service description, quantity, part number, unit cost, installation cost, monthly cost, tax and total cost. Attach contractors quote or PSAP purchase order, where applicable.

Description	Quantity	Service/ Eqmt. ID#	Unit Cost	Installation	Monthly Cost	Total Recurring Cost	Total Non- Recurring Cost
HOST B Vesta 7.X CPE	1		59,520.74			-	59,520.74
located at Brawley PD							
Installation	1			6,529.85		-	6,529.85
Maintenance	48				88.19	4,233.12	-
				Subtotal		4,233.12	66,050.59
				Tax and Surcharge		4,770.40	
				TOTAL APPROVED			\$75,054.11

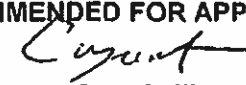

TD-288 expiration date: N/A

Fiscal Year: 2017/2018

All invoices shall refer to tracking number: 21122

PSAP/Object Code: 1301/702.08

The State of California's monetary obligation under this agreement in subsequent fiscal years is subject to, and contingent upon, availability of funds in the State Emergency Telephone Account. Please be advised that this commitment to fund does not constitute a binding purchase order agreement.

RECOMMENDED FOR APPROVAL BY  Curt Gullot	Telephone Number 916-657-9680	APPROVED BY  ALICIA FULLER	Date 4/12/18
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Brett Houser

From: Guillot, Curt@CalOES <Curt.Guillot@CalOES.ca.gov>
Sent: Tuesday, January 23, 2018 9:32 AM
To: Kelly Brown
Cc: Brett Houser; Regina Kim
Subject: RE: Imerpial Co Host
Attachments: TD-285_CPE ALLOTMENT SPENDING PLAN.doc

Incremental Service/Equipment Approval List

A PSAP may request pre-approval from the CA 9-1-1 Branch to use residual funds from their CPE funding fixed allotment (in accordance with requirements outlined in the *CPE FUNDING POLICY, CPE Funding Fixed Allotment* of this chapter, (pg. III.10)) to purchase additional 9-1-1 services and/or equipment from the list below where the services and/or equipment will be used within the communication center's 9-1-1 call-taker work area (including the 9-1-1 equipment room/closet) and in direct support of the delivery of 9-1-1 calls to the 9-1-1 call-taker. Documentation must be provided to describe how the service/equipment will meet this requirement. Electrical modifications required to install 9-1-1 IWS/CPE, UPS, and GIS related equipment must include justification, project plan, floor plans and a detailed itemization of costs. Funding for the items below must be requested at the time of CPE system replacement or certified upgrade in a concise plan for use of all CPE funding fixed allotment funds and in accordance with the funding processes outlined in this chapter. A CA 9-1-1 Branch CPE ALLOTMENT SPENDING PLAN (TDe-285) form must be completed and submitted to the CA 9-1-1 Branch before a TDe-288 form can be prepared. The TDe-285 form may be viewed or downloaded from the CA 9-1-1 Branch website as follows:

<http://www.caloes.ca.gov/cal-oes-divisions/public-safety-communications/ca-9-1-1-emergency-communications-branch/ca-9-1-1-forms>

1. Additional items from "Standard 9-1-1 System" as defined on page III.12
2. Enhanced Automatic call distribution
3. Electrical modifications required to install 9-1-1 Intelligent Work Station (IWS) /CPE and Uninterruptible Power Supply (UPS)
4. Furniture – 9-1-1 call-taker workstation² and chair only
5. GIS services, software, and equipment
6. Headsets
7. Logging recorder for 9-1-1 calls
8. MIS software and computer solely for 9-1-1 call management information collection and reports
9. Temporary relocation or removal of 9-1-1 IWS/CPE coinciding with 9-1-1 IWS/CPE upgrade or replacement
10. Pre-Arrival Instruction System

Curt Guillot, TSA II

CA 9-1-1 Advisor

California 9-1-1 Emergency Communications Branch

Governors Office of Emergency Services

601 Sequoia Pacific Blvd., MS-911

Sacramento, CA 95811

916-657-9680

916-657-9882 (fax)

curt.guillot@caloes.ca.gov

www.caloes.ca.gov/911



City of Brawley
400 Main Street
Brawley, CA 92227
Phone: (760) 344-8941

PURCHASE ORDER

DATE	DATE REQUIRED	P.O. NUMBER	PAGE
12/07/2017	12/07/2017	00002469	1

VENDOR NO.: A216

VENDOR
AT&T CALIFORNIA AT&T CORP. ONE AT&T PLAZA, 10TH FLOOR 208 S. AKARD DALLAS, TX 75202

SHIP TO
POLICE DEPARTMENT 351 MAIN STREET BRAWLEY, CA 92227

SHIP VIA:
F.O.B.:
TERMS:
EXP. DATE: 08/30/2018
DESCRIPTION: VESTA 911 UPGRADE

ORDERED BY: BRETT HOUSER
P.O TYPE: Regular
REQ. NO.:
ACCT. NO.:

QUANTITY	CODE	DESCRIPTION	UNIT PRICE	TOTAL COST
1.000		Vesta 911 3 Positions	69,756.6000	69,756.60
1.000		Vesta 911 Installation	17,714.9500	17,714.95
48.000		Vesta 911 Maintenance Year 2-5	584.4500	28,053.60
1.000		Vesta 911 Sales Tax	5,406.1400	5,406.14
1.000		Host B-Cost	59,520.7400	59,520.74
1.000		Host B-Installation	6,529.8500	6,529.85
48.000		Host B-Maintenance Year 2-5	88.1900	4,233.12
1.000		Host B-Sales Tax	4,770.4000	4,770.40
1.000		Bill To: CA 9-1-1 Branch	-195,985.4000	-195,985.40
TOTAL: \$				0.00
101-211.000-800.400		Equipment		-195,985.40
101-211.000-800.400		Equipment		195,985.40

Purchasing Agent

TERMS & CONDITIONS:

1. Mail two copies of your invoice to the Finance Director, City of Brawley
2. All packages, cartons, or other containers must be plainly marked with the Purchase Order Number.
3. The right is reserved to purchase, in the open market and to charge the difference to the vendor in the event that deliveries are not made at the time specified in the bids and on this order.
4. Whenever a delivery is rejected, the vendor shall be notified and be given the reason for rejection. All rejected deliveries shall be held at the vendor's risk and he shall bear the expense of removal.
5. In the fulfillment of this order, the contractor/vendor shall not, unless based upon a bona fide occupational qualification, or, except where based upon applicable security regulations established by the United States or the State of California, because of the race, religious creed, color, national origin, or ancestry of any person, refuse to hire or employ him or refuse to select him for a training program leading to employment, or bar or discharge such person from employment, or from a training program leading to employment, discriminate against such person in compensation or in terms, conditions or privileges of employment. This order void in the event of violation.

White Copy-Vendor

Yellow Copy-Department

Pink Copy-Finance



City of Brawley
400 Main Street
Brawley, CA 92227
Phone: (760) 344-8941

PURCHASE ORDER

DATE	DATE REQUIRED	P.O. NUMBER	PAGE
03/22/2018	03/22/2018	00002519	1

VENDOR NO.: A216

VENDOR
AT&T CALIFORNIA AT&T CORP. ONE AT&T PLAZA, 10TH FLOOR 208 S. AKARD DALLAS, TX 75202

SHIP TO
POLICE DEPARTMENT 351 MAIN STREET BRAWLEY, CA 92227

SHIP VIA:

F.O.B.:

TERMS:

EXP. DATE: 06/30/2018

DESCRIPTION: NETWORK IP ROUTERS ACCT #21300

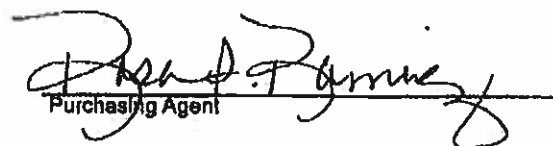
ORDERED BY: BRETT HOUSER

P.O. TYPE: Regular

REQ. NO.:

ACCT. NO.:

QUANTITY	CODE	DESCRIPTION	UNIT PRICE	TOTAL COST
2.000		IP Router	4,427.7700	8,855.54
2.000		Installation	4,439.7800	8,879.56
48.000		Maintenance	115.6000	5,548.80
1.000		Tax	686.3000	686.30
1.000		Bill To: CA 9-1-1 Branch	-23,970.2000	-23,970.20
1.000		1301/702.10	0.0000	0.00
1.000		601 Sequoia Pacific Blvd MS-911	0.0000	0.00
1.000		Sacramento, CA 95811-0282	0.0000	0.00
TOTAL: \$				0.00
	101-211.000-800.400	Equipment		23,970.20
	101-211.000-800.400	Equipment		-23,970.20


Purchasing Agent

TERMS & CONDITIONS:

1. Mail two copies of your invoice to the Finance Director, City of Brawley.
2. All packages, cartons, or other containers must be plainly marked with the Purchase Order Number.
3. The right is reserved to purchase, in the open market and to charge the difference to the vendor in the event that deliveries are not made at the time specified in the bids and on this order.
4. Whenever a delivery is rejected, the vendor shall be notified and be given the reason for rejection. All rejected deliveries shall be held at the vendor's risk and he shall bear the expense of removal.
5. In the fulfillment of this order, the contractor/vendor shall not, unless based upon a bona fide occupational qualification, or, except where based upon applicable security regulations established by the United States or the State of California, because of the race, religious creed, color, national origin, or ancestry of any person, refuse to hire or employ him or refuse to select him for a training program leading to employment, or bar or discharge such person from employment, or from a training program leading to employment, discriminate against such person in compensation or in terms, conditions or privileges of employment. This order void in the event of violation.

White Copy-Vendor

Yellow Copy-Department

Pink Copy-Finance

State of California
MULTIPLE AWARD SCHEDULE
Russ Bassett Corp.

CMAS NUMBER:	4-08-71-0077C
SUPPLEMENT NO.:	2
CMAS TERM DATES:	8/27/2013 through 5/30/2023
CMAS CATEGORY:	Non Information Technology Commodities
APPLICABLE TERMS & CONDITIONS:	December 1, 2017
MAXIMUM ORDER LIMIT:	State Agencies: See Purchasing Authority Dollar Threshold provision Local Government Agencies: Unlimited
FOR USE BY:	State & Local Government Agencies
BASE GSA SCHEDULE NO.:	GS-28F-0022U
BASE SCHEDULE HOLDER:	Russ Bassett Corp.

This CMAS provides for the purchase and warranty of office furniture.
(See page 2 for the restrictions applicable to this CMAS.)

The purpose of this supplement is to renew this CMAS through 5-30-2023. In addition, this supplement replaces in its entirety Russ Bassett Corp.'s existing California Multiple Award Schedule (CMAS) that expires on 7-31-2018. The most current Ordering Instructions and Special Provisions, CMAS Terms and Conditions dated December 1, 2017, and products and/or services are included herein. Please review these provisions carefully because they may have changed since issuance of your last CMAS.

NOTICE: Products and/or services on this CMAS may be available on a Mandatory Statewide Contracts. If this is the case, the use of this CMAS is restricted unless the State agency has an approved exemption as explained in the Statewide Contract User Instructions. Information regarding Statewide Contracts can be obtained at the website: www.documents.dgs.ca.gov/pd/contracts/contractindexlisting.pdf. This requirement is not applicable to local government entities.

State agencies cannot use this CMAS to purchase products available through the California Prison Industry Authority (CALPIA) without a one-time exemption from CALPIA. Agencies may request an exemption at the following website: www.calpia.ca.gov/about/doing-business-with-calpia/exemption-process/. A copy of the approved exemption must be kept with the purchase order for audit purposes.

Agency non-compliance with the requirements of this CMAS may result in the loss of delegated authority to use the CMAS program.

CMAS contractor non-compliance with the requirements of this CMAS may result in termination of the CMAS.


BRYAN DUGGER, Program Analyst, California Multiple Award Schedules Unit

Effective Date: **7/17/2018**

GENERAL SERVICES ADMINISTRATION

Federal Supply Service

Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through **GSA Advantage!**, a menu-driven database system.

The INTERNET address for **GSA Advantage!** is: www.GSAAdvantage.gov

OFFICE FURNITURE

FSC GROUP 71 · PART 1

CONTRACT NUMBER: GS-28F-0022U

Contract Period: May 1, 2008 to April 30, 2023

For more information on ordering from Federal Supply Schedule click on the FSS Schedules button at www.fss.gsa.gov.

 **russbassett**

8189 Byron Road
Whittier, CA 90606

800-350-2445

562-945-2445

562-698-8972 Fax

SMALL BUSINESS

Pricelist current through Modification PO-0031 dated May 1, 2018



FEDERAL SUPPLY SCHEDULE: INFORMATION FOR ORDERING OFFICES

GSA Contract Number GS-28F-0022U

The contract term is 05/01/2008-04/30/2023. Amended price lists are issued during this period when authorized by the Contracting Officer.

PRICES SHOWN HEREIN ARE NET (FEDERAL GOVERNMENT DISCOUNT DEDUCTED)

1A. INFORMATION FOR ORDERING ACTIVITIES

711-2. Work surfaces, Workstations, Computer Furniture, and Accessories

711-3. Filing and Storage Cabinets, Shelves, Mobile Carts, Dollies, Racks & Accessories

1B. LOWEST PRICED MODELS:

SIN No.	Model No.	GSA Price
711-2.	DES-RMK-BP1	\$13.45
711-3	SL-DM	\$2.59

1C. Not Applicable.

2. **MAXIMUM ORDER:** \$500,000.00.

3. **MINIMUM ORDER:** \$100.00.

4. **GEOGRAPHIC COVERAGE:** (Delivery area) 48 contiguous states; Washington D.C.

5. **PRODUCTION POINT:** Whittier, CA.

6. **DISCOUNT TERMS:** Prices shown are net (discount deducted).

7. **QUANTITY DISCOUNT:** None.

8. **PROMPT PAYMENT TERMS:** Net 30 days.

9A&B. **ADDITIONAL DISCOUNT:** None.

10. **FOREIGN ITEMS:** None.

11A. **TIME OF DELIVERY:** 45 days after receipt of order.

11B. **EXPEDITED DELIVERY:** Scheduling Agency may contact the factory for expedited delivery.

11C. **OVERNIGHT AND 2-DAY DELIVERY.** For items that may be shipped via UPS Ground or UPS Air, contact Russ Bassett Customer Service.

11D. **URGENT REQUIREMENTS.** When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, contact us for the purpose of obtaining accelerated delivery. We will reply to the inquiry within 3 working days after receipt. (Telephonic replies shall be confirmed by us in writing.) If we can offer an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

12. **FOB POINT ORIGIN:** Prepaid and Add

13. ORDERING ADDRESS:

Russ Bassett Corporation
c/o local dealer, dealer's address
or - Russ Bassett Corporation
8189 Byron Road
Whittier, CA 90606

14. PAYMENT ADDRESS:

Russ Bassett Corporation
P. O. Box 249
Whittier, CA 90608

15. **WARRANTY:** All products procured hereunder are covered under a limited lifetime warranty. Limited term warranty for all Russ Bassett non-manufactured products or components that are added or integrated into a Russ Bassett manufactured product shall be warranted as outlined in the original manufacturer's warranty. During the warranty period all broken or defective parts not caused by accident or misuse through fault or negligence by the Government will be replaced, and all necessary equipment adjustments occasioned by such defective parts will be made at the Contractor's expense, including labor, parts, and transportation costs, if any.

16. **EXPORT PACKAGING:** Not offered under contract.

17. Smart Pay Government Credit card payments over or under micro-purchase threshold are accepted.

18. Not applicable.

19. Contact Russ Bassett Representative.

20. Contact Russ Bassett Representative.

20A. Contact Russ Bassett Representative.

21. Contact Russ Bassett Representative.

22. Local Participating dealers: For listing call 800-350-2445.

23. Not applicable.

24A. Not applicable.

24B. Not applicable.

25. Duns #02-964-1784.

26. CCR/SAM Registered.

ADDITIONAL DELIVERY SERVICES AVAILABLE

Freight prepaid and added to invoice, provided ordering Agency is utilizing Russ Bassett's "Safe Ship" program. However, the Agency may specify their own carrier and pay freight independent of order.
Freight Class 100.

GSA
Federal
Acquisition
Service

GSA eLibrary

eBuy -

GSA Advantage - online

Search:

all the words

Go

Contractor Information

[\(Vendors\) How to change your company information](#)

Contract #: GS-28F-0022U
Contractor: RUSS BASSETT CORP.
Address: 8189 BYRON RD
WHITTIER, CA 90606-2615
Phone: 800.350.2445 x3091
E-Mail: info@russbassett.com
Web Address: <http://www.russbassett.com>
DUNS: 029641784
NAICS: 337214

Socio-Economic :

Small business

EPLS :

Contractor not found on the
Excluded Parties List System

Govt. Point of Contact:

Donna D. Hill

Phone: 703-605-9415

E-Mail: donna.hill@gsa.gov

Contract Clauses/Exceptions:

[View the specifics for this contract](#)

Source	Title	Contract Number	Contractor T&Cs /Pricelist	Contract End Date	Category	View Catalog
71	FURNITURE	GS-28F-0022U	Vk	Apr 30, 2023	71.500	GSA Adva
					711.2	GSA Adva
					711.3	GSA Adva

SEARCH RESULTS

Search Within Current Results

1 - 1 of 1 Results Found

1 - 1 of 1 Results Found

Contract Number: 408-71-0077C
 Contractor: RUSS BASSETT CORP
 Term Dates: 8/27/2013 - 5/30/2023
 Current Supplement: 2
 Business Enterprise Type: Large
 Contact Name/Number: NATHAN DRAKE, (800) 350-2445
 Location: WHITTIER, CA 90606-2615

1

ContractDetails

RUSS BASSETT CORP

CMAS Contract Number: 408-71-0077C
 Contractor: RUSS BASSETT CORP
 Current Supplement: 2
 Term Dates: 8/27/2013 - 5/30/2023
 Contact Name/Number: NATHAN DRAKE, (800) 350-2445
 Address: 8189 BYRON ROAD
 City/State/Zip: WHITTIER, CA 90606-2615
 Contractor Website: <http://www.russbassett.com>
 E-mail Address: NDRAKE@RUSSBASSETT.COM
 Business Enterprise Type: Large
 Base Contract Number: GS-28F-0022U

Products and Services Codes:

Description

BRAND-RUSS BASSETT
 ERGONOMIC-ACCESSORIES
 ERGONOMIC-FOOTREST
 FURNITURE-COMPUTER WORKTABLES
 FURNITURE-WORK STATIONS

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Quotation



8189 Byron Road Whittier, CA 90606
Tel: 800.350.2445 Fax: 562.698.8972
www.russbassett.com

PROJECT #: DC-10928-01
REVISION: 1-CMAS
PROJECT NAME: Brawley Police Department

Option: 1

QUOTE DATE: 9/28/2018
EXPIRATION DATE: 12/27/2018

CUSTOMER: Brawley Police Department
CONTACT: Regina Kim
ADDRESS: 351 Main Street
Brawley, CA 92227-2419
PHONE: 760-344-2111
FAX:
EMAIL: rkim@brawley-ca.gov

DESIENCE SALES EXECUTIVE: Ava Rabago

ADDRESS: 8189 Byron Rd
Whittier, CA 90606

PHONE: (562) 505-4719

EMAIL: arabago@russbassett.com

PROJECT COORDINATOR: Ashley Garcia

PHONE: (562) 945-2445 x1 3399

FAX: (562) 698-8972

EMAIL: agarcia@russbassett.com

AREA 1 TOTAL: \$ 37,580.11

AREA: 1

2	FSW-07-3042-SWN-EMT	Flex Wall, 07D, 30L x 42H, Slatwall Side A, Empty Side B
4	FSW-07-3042-EMT-EMT	Flex Wall, 07D, 30L x 42H, Empty Side A, Empty Side B
6	FSW-07-3642-SSP-EMT	Flex Wall, 07D, 36L x 42H, Sit-Stand Powder Side A, Empty Side B
1	FSW-07-CC42-SSP-EMT	Flex Wall, 07D, 42.3L x 42H, Sit-Stand Powder Side A, Empty Side B
3	FSW-07-3642-SWN-EMT	Flex Wall, 07D, 36L x 42H, Slatwall Side A, Empty Side B
3	FSS-CS-66	Flex Sit-Stand, 90° Corner, 66W, Single Lift
2	FCC-07L-9042-EPS	Flex Corner Connector, 7D, 90° L-Type, 42H, Exterior, Powder, Square
2	FCC-07L-4542-EPS	Flex Corner Connector, 7D, 45° L-Type, 42H, Exterior, Powder, Square
12	DAC-MA-01-SW-S	Fully Articulating Monitor Arm - Weight Range 5-16 lbs
3	DAC-LED-DA-SW	Dimmable LED Task Light - Double Arm, Slatwall Mount
6	WAC-PAN-0718	7" PC Pan for 7" Wall, 18" Long
3	WAC-CO-8LANK	Convenience Outlet Plate, Blank Filler Plate
3	WAC-CO-2P4D	Convenience Outlet Plate, 2 Power Outlets, 4 Data Ports
30	DAC-CO-USB	USB Keystone - Coupler (Includes 15' Extension)
3	DAC-CO-USB-PWR	USB Power Only, 2A, 2 Port
2	WAC-PWR-POLE-TC-60	Power Pole, Top Cap Mount, 60"
1	FEC-ASC-0742-R-S	Flex Right End Cap, Corner, Single Lift Sit-Stand, 7" Wall, 42"H, Square
1	FEC-FH-0742-S	Flex End Cap, Fixed Height, 7" Wall, 42"H, Square
2	FCF-42-T-SSP	Flex Sit-Stand Corner Filler, 42H, Tech Storage, Powder
1	FPO-3636	Flex Open Storage Pedestal, 36D x 36W
1	FPO-3630	Flex Open Storage Pedestal, 36D x 30W
3	FPD-3618-8BF-S-N	Flex Drawer Pedestal, 36D x 18W, Box/Box/File, Square, No Lock
2	FPT-361828-LD-S-N-S	Flex Technology Pedestal, 36D x 18W x 28H, Left Swing, Square, No Lock
1	FPT-361228-LD-S-N-S	Flex Technology Pedestal, 36D x 12W x 28H, Left Swing, Square, No Lock
1	FWS-FRE-3630-E	Work Surface, Rectangle, 36D x 30L, Endure
1	FWS-FRE-3672-E	Work Surface, Rectangle, 36D x 72L, Endure
1	FWS-FRE-3666-E	Work Surface, Rectangle, 36D x 66L, Endure
3	FWS-SCS-3666-N-E	Work Surface, 90° Corner Sit-Stand, Single Lift, 36D x 66L, Endure
3	DAC-PCS-FLX	* Flex Personal Comfort System, Heat & Air

Quotation

PROJECT #: **DC-10928-01** Option: 1
 REVISION: I-CMAS
 PROJECT NAME: Brawley Police Department

rusbassett
 8189 Byron Road Whittier, CA 90606
 Tel: 800.350.2445 Fax: 562.698.8972
 www.rusbassett.com

QTY 2457404683 655091010

1	FTC-0730-V-S	Flex Top Cap. 7D x 30W, Vented, Square
2	FTC-0736-V-S	Flex Top Cap. 7D x 36W, Vented, Square
1	FTC-07CC-V-S	Flex Top Cap. 7D x 42.3W, Vented, Square
3	FTC-0766-V-S	Flex Top Cap. 7D x 66W, Vented, Square
1	FTC-0772-V-S	Flex Top Cap. 7D x 72W, Vented, Square
2	FTC-0754-V-S	Flex Top Cap. 7D x 54W, Vented, Square
2	FTC-0712-PP-S	Flex Top Cap. 7D x 12W, Power Pole Receiver, Square
2	FBP-3642-VPS	Flex Back Panel, 36W x 42H, Vented, Powder, Square
1	FBP-CC42-VPS	Flex Back Panel, 42.3W x 42H, Vented, Powder, Square
3	DAC-FTRST-RCK-BLK	Ergonomic Rocking Footrest - Black
1	NSP-DISMTL-DISPOSAL	* Dismantle and Disposal

AREA 2 TOTAL: \$ 2,610.73

OPTIONAL ITEMS

3	WAC-DTB-14	14 Port Data Termination Bracket, Universal
5	DAC-SW-DBL-KBTACO	* Double Slotwall Keyboard Holder
4	WAC-PSRIP-H-15	Power Strip, 15 Amp, 7 Outlet, With Horizontal Trough Mounting Bracket
1	DAC-MA-01-SW-S	Fully Articulating Monitor Arm - Weight Range 5-16 lbs
1	WAC-PSRIP-V-15	Power Strip, 15 Amp, 7 Outlet, With Vertical Wall Mounting Bracket
3	DAC-SL2-R8	Slotwall mounted Status Indicator Light - Red, Blue
3	DAC-91042	* Status Indicator Light Wiring Harness, 12V Power Supply
1	DAC-SW-SANSIN	Slotwall Sanitation Station

Scope of Work for Single Phase Install: Remove and dispose of existing product. Deliver and install 3 sit-stand consoles per drawing. Teardown, removal, and installation is to take place in one visit, consecutive days. 6/13/18 Rev H to I quote refreshed to extend expiration date. New PCS included, Power Pole Top Caps updated.

11/8/17: Rev G to H: Added (3) status light wiring harnesses, (5) additional USB to 3rd position & (1) Sanitation Station. Deleted optional back panels. Lights are Red-Phone, Blue-Radio activated, no manual switch
 10/16/17 Rev F to G : Added (3) red/blue status lights back in.
 9/27/17 Rev E to F: Removed status indicator lights, CIE. Added monitor arm, additional KB taco & vertical mount power strip.

CMAS Contract #: 4-08-71-0077C; Contract term is 8/27/13 - 5/30/2023.

Prices shown herein are Net (California Multiple Award Discount Deducted) unless stated otherwise.

* Denotes off-contract item / open market

On Contract Product Total: \$ 33,214.84
 On-Contract Product Sales/Use Tax (7.75%): \$ 2,574.16
On Contract Total Cost: \$ 35,789.00

* Off Contract Product Total: \$ 6,976.00
 Off-Contract Product Sales/Use Tax (7.75%): \$ 540.64
 Delivery and Installation Services: \$ 6,500.00

Off-Contract Total Cost: \$ 14,016.64

Total Due: \$ 49,805.64

Quotation

PROJECT #: **DC-10928-01** Option: 1
REVISION: I-CMAS
PROJECT NAME: Brawley Police Department

russebassett
8189 Byron Road Whittier, CA 90606
Tel: 800.350.2445 Fax: 562.698.8972
www.russebassett.com

Any drawing submitted to the Client under this Quotation must be signed-off as "approved for manufacture" and returned with applicable purchase order. Drawing REVISION level must match Quote REVISION level.

A signed, completed delivery and installation checklist and purchase order is required to prevent any issues at time of delivery and installation. Any unique requirements encountered at time of delivery and installation not covered on the installation checklist will be invoiced at cost in addition to the charges quoted herein.

Russ Bassett ships your products using our "Safe Ship" program. The program simply states that we guarantee your products will arrive damage free anywhere in the 48 contiguous United States. If damage should occur, notify customer service and Russ Bassett will rush a replacement part or unit and pick up the damaged product.

Due to the custom nature of our products, Russ Bassett recommends using only Certified Russ Bassett Installers.

Purchase Order

Send to: Russ Bassett Corporation
Attn: Customer Service
8189 Byron Road
Whittier, CA 90606

Fax to: (562) 698-8972

Purchase orders must include the following information to process with Russ Bassett:
Sold to, Ship to, Order Date, Requested Delivery/Install Date, PO Number, Quantity, Full Model Numbers & Total.

All purchase orders must also accompany the following documents to be considered a complete order:
Signed drawing noting console and work surface colors and/or cabinet color, signed quotation, & installation checklist.

Quote is Valid for 90 days from date of issue; and, may only be extended in writing by Russ Bassett.

Payment terms

Net 30 days after shipment invoice date.

Quotation

PROJECT #: DC-10928-01 Option: 1

REVISION: I-CMAS

PROJECT NAME: Brawley Police Department

rus sbassett
8189 Byron Road Whittier, CA 90606
Tel: 800.350.2445 Fax: 562.698.8972
www.russbassett.com

Lead-time

For the products covered under this proposal is ten (10) weeks AAO (After Acceptance of Order).

Incomplete Purchase Orders may delay the ship date; actual date will be confirmed on written Order Acknowledgement.

Warranty

Russ Bassett Corporation warrants to the original customer that all Desience manufactured products as quoted or proposed will be free from defects in materials and workmanship for the following warranty period:

1. Limited Lifetime Warranty for Russ Bassett Corporation manufactured Desience products.
2. Limited Term Warranty for all Russ Bassett Corporation non-manufactured products or components that are added or integrated into a Russ Bassett Corporation manufactured product shall be warranted as outlined in the original manufacture's warranty.

If a Performance Bond is required for this project, the warranty covered by the Performance Bond is limited as follows: 'Notwithstanding anything stated in the contract, purchase order, or specifications, the bond only covers a 1 year parts and labor warranty. Any additional warranty will not be the responsibility of the Surety and will be the sole responsibility of Russ Bassett'.

Change Order & Cancellation Policy

Changes to an order, once it has been processed, can be very disruptive and costly. Once an order has been started in manufacturing, usually within 4 weeks of the scheduled ship date, it is not possible to make changes.

Any requests for changes to the design or scope of work shall be made in writing. RBC will notify Buyer if it is possible to accommodate the change requests. If there is still time to accommodate the change requests, RBC will provide a quotation covering the cost and lead-time impact of the change. If these impacts are acceptable to Buyer, RBC will produce changed drawings for review and approval. No change will be made without sign-off of the updated quote and drawing by Buyer.

Any cancellation requests must be submitted in writing and approved by an officer of Russ Bassett. Upon acceptance of canceled order, a cancellation charge of 25% of the contract amount will be incurred over and above the cost of materials produced or in production, labor or other services performed, freight, taxes and any other out of pocket expenses also incurred by Russ Bassett.

Agencies Signature

Authorized Signature

Print Name of Authorized Signature

Print Title

Print Company Name

P.O. Number

Date of Authorization

CEDENCE

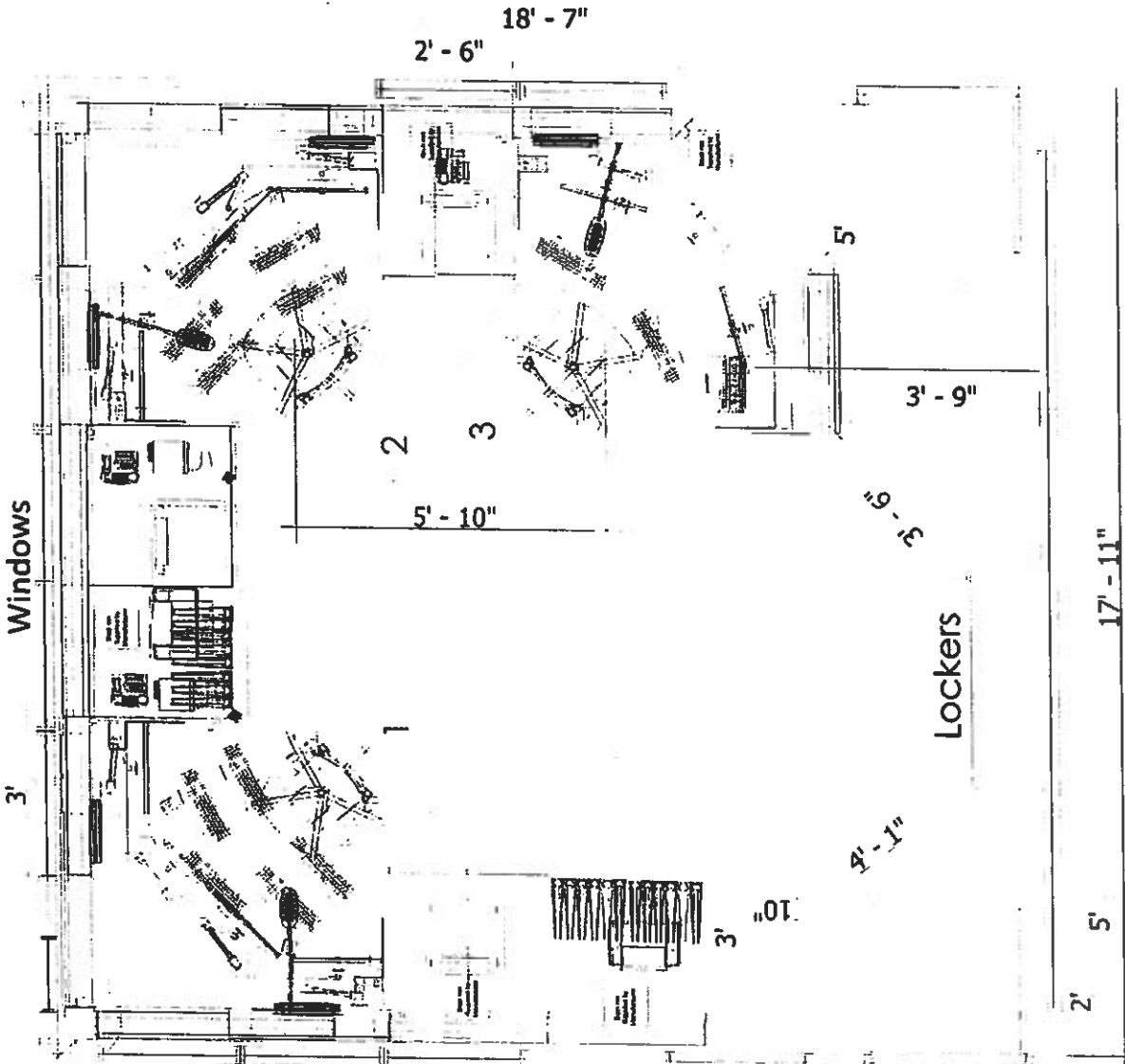


EXISTING CABLE
RACEWAY TO BE
REMOVED (QTY 2)

17' - 11"
5' - 6 1/8"
17' - 8 1/8"

Windows

3'



18' - 7"

2' - 6"

2

3

5' - 10"

3' - 9"

3' - 9"

Lockers

17' - 11"

2'

5'

4' - 8"

4' - 1"

3' - 10"

3'

Brawley Police

PROJECT ADDRESS:
351 Main Street
Brawley, CA 92227

REPORT NAME:
Dispatch

DRAWING #
DC-10928-01

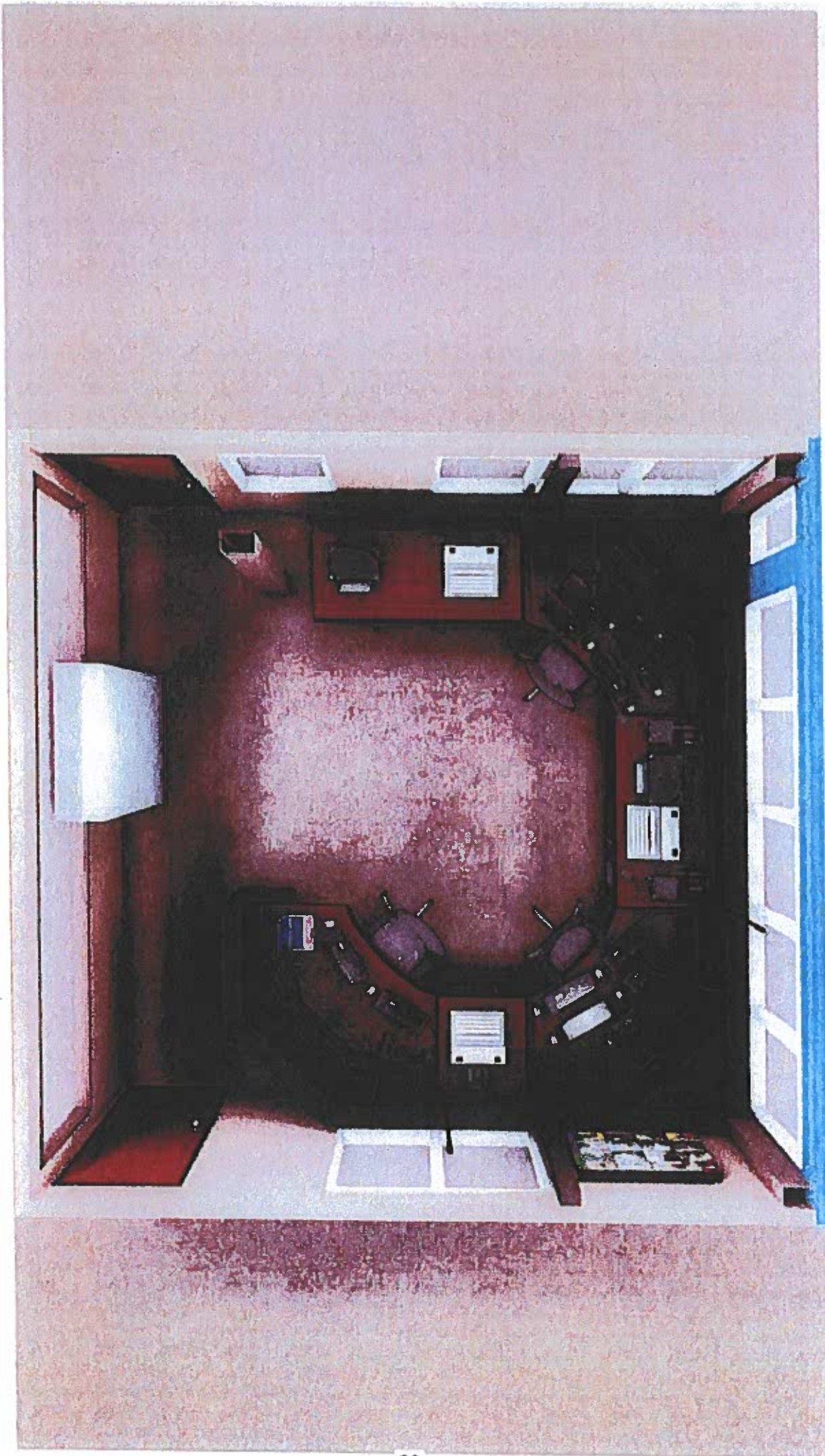
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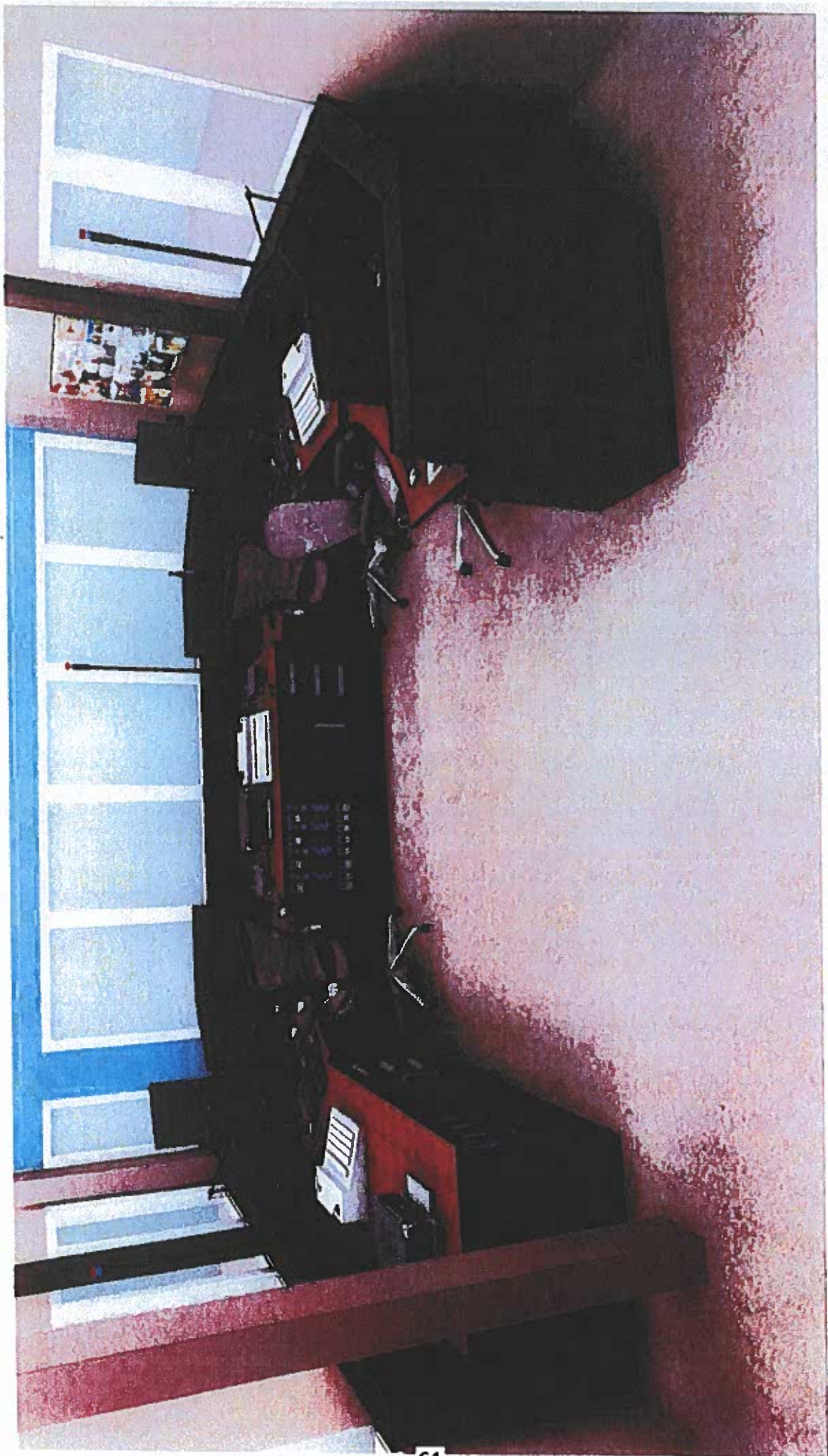
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PLAN VIEW

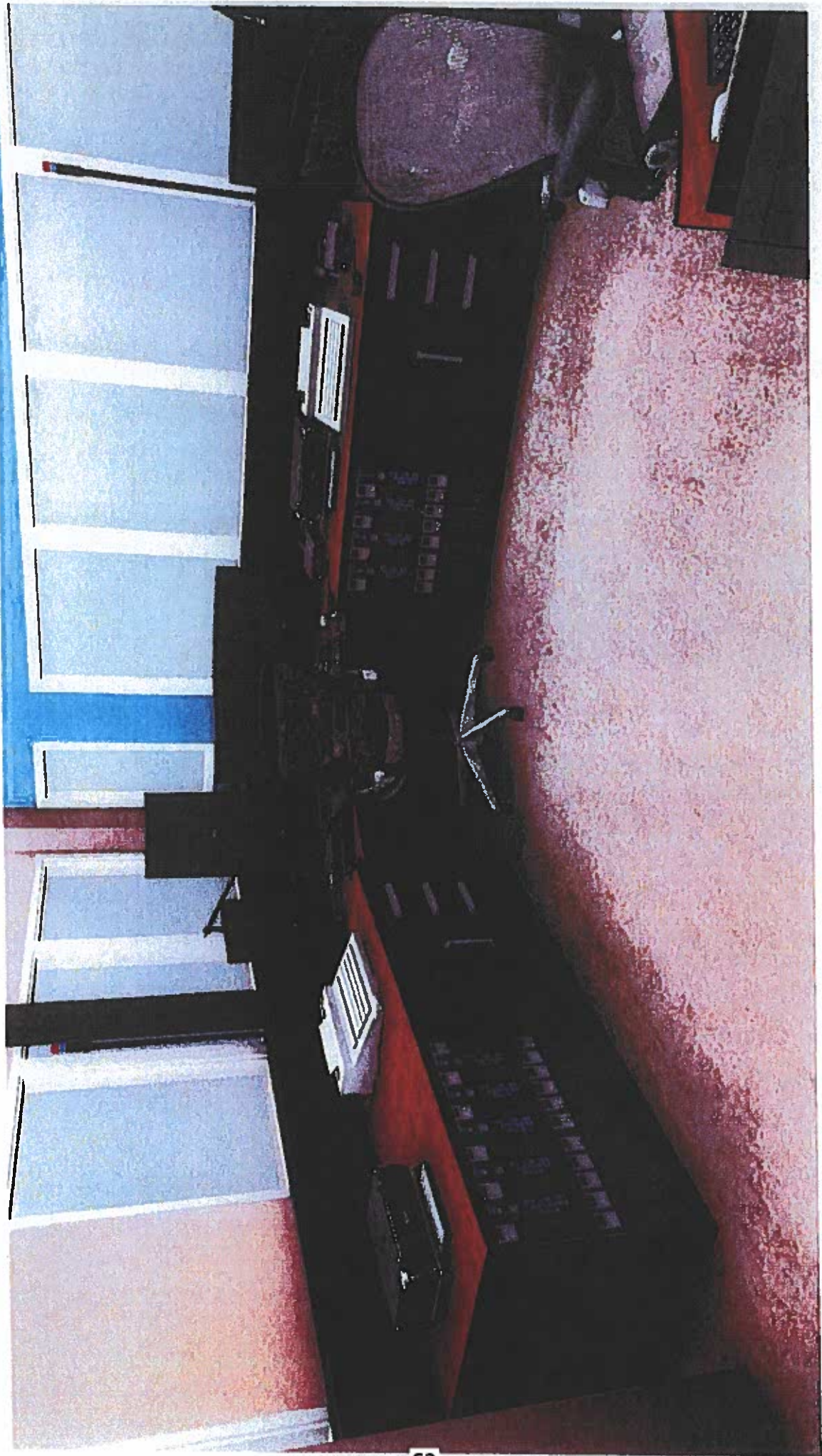
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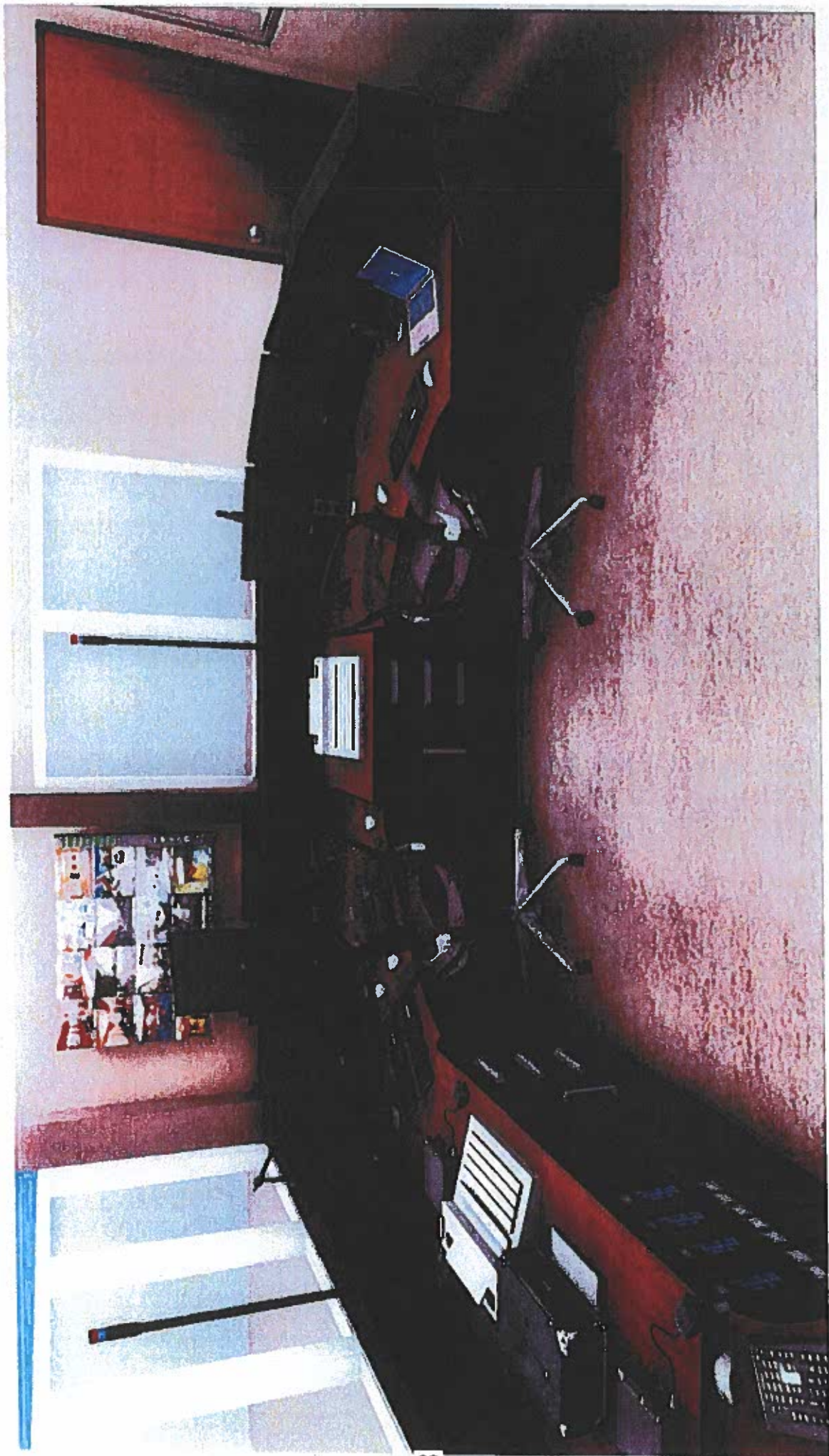
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1 1 1 1









*CONVENIENCE OUTLET PLATES
SOLD SEPARATELY



BLANK



2 POWER / 4 DATA



1 POWER / 2 PWR USB / 4 DATA



6 DATA

(EXPOSED)

DATA KEYSTONES
(SOLD SEPARATELY)

(1) - BLANK

(2) - USB W/ 15' EXT

(3) - USB POWER ONLY

(4) - RJ-45 COUPLER

(5) - RJ-45 TERMINATED

(6) - RJ-11 COUPLER

(7) - 3.5MM W/ 15' EXT

Sit-stand consoles come equipped to accommodate multiple power and data solutions. There are power strips included in the trough for monitors and other equipment, and the center trough area also includes 16 open voice/data keystone ports that are hidden under a flipper door for permanent connections such as keyboards, mice, phones, etc. Indicate in each window which keystones you would like included in each port, if any. They are identified by number. Any ports left blank will be an open port for future expansion.

The sit-stand also includes Convenience Outlet accommodations on the left and right sides that are exposed for quick operator access. These are for temporary connections such as chargers or headphones. For these areas, first specify which plate you would like to order, then indicate what keystones, if any, you would like included with each plate. Any ports left blank will receive a blank plate to cover the port.

IN-TROUGH DATA OUTLETS W/
(16) OPEN VOICE/DATA PORTS

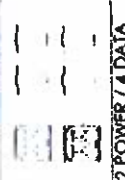
1	1	2	2	2	2	2	2	1
1	1	2	2	2	2	2	2	1

(HIDDEN)

*CONVENIENCE OUTLET PLATES
SOLD SEPARATELY



BLANK



2 POWER / 4 DATA



1 POWER / 2 PWR USB / 4 DATA



6 DATA

(EXPOSED)

7 OUTLET POWER STRIP
(X2 UP TO 60")
(X4 66" AND OVER)



**ADDS/MOVES/CHANGES
DESCRIPTION AND APPROVAL FORM**

DATE: 9/28/2017

PSAP NAME / BILLING TELEPHONE NUMBER: Brawley Police Department / 7609117801
REQUESTED ADD/MOVE/CHANGE:

Cost Estimate for: Brawley Police Department to remove and replace work stations for installation of new furniture.

REQUESTED SERVICE DATE: PENDING WORK DATE INFORMATION

ESTIMATED CHARGES: \$3,035.00

Work to be done during Normal Business Hours Mon.-Fri. 8:00 AM-5:00 PM

***Note: Work done outside of normal business hours is subject to additional charges of \$300.00 per day/per technician

Estimated Equipment Charges:

150' of CAD 5 cable. \$ 75.00

Estimated Labor Charges:

\$185.00 – per hour using 2 Technicians 8 hours each (16 hours) \$ 2,960.00

Out of normal support business hours surcharge \$ 0.00

0.0 (to move House wiring) \$ 0.00

TOTAL ESTIMATED CHARGES* \$ 3,035.00

- Estimate is based on sixteen hours of labor during normal business hours.
- Billing will not exceed the quoted hours.

Don Baca
UNIVERSAL SERVICE EXECUTIVE
PUBLIC SECTOR CUSTOMER SERVICE

AT&T
10550 West Charleston
Address Line 2
Las Vegas, NV 89135

T 775.323.2181
Don.Baca@att.com
DB316Satt.com

Bill will reflect only the actual labor hours required to complete the work if less than quoted.

I understand this to be a cost estimate, however, I hereby authorize AT&T to bill BTN directly for all labor and materials required to complete this move. AT&T will provide me a final price quote when this work is completed.

Don Baca

PSAP/Agency

Name/Title

NAME: AT&T Universal Service Executive

AIRWAVE COMMUNICATIONS IMPERIAL

414 SOUTH "J" STREET

IMPERIAL, CA 92251

Ph: 760.355.2804

Fx: 760.355.1453

Quote

Date	Quote #
11/1/2017	2941

Name / Address
City of Brawley Police Department Attn: Accounts Payable 351 Main Street Brawley CA 92227

Serial Number	Rep
	Rick

Item	Qty	Description	Cost	Total
Labor	1	TEMPORARY MOVE Move Radio Consoles to Temporary Room Console Furniture	1,400.00	1,400.00
Travel	1	Travel Time - 3 Trips	127.50	127.50
HDWRE	1	Temporary Use of 2 Separate CIE Cable Runs, UPS SCOPE OF JOB:	50.00	50.00T

Quote is valid for 30 days.

Sales Tax (7.75%)

Total

Signature

AIRWAVE COMMUNICATIONS IMPERIAL

414 SOUTH "J" STREET

IMPERIAL, CA 92251

Ph: 760.355.2804

Fx: 760.355.1453

Quote

Date	Quote #
11/1/2017	2941

Name / Address
City of Brawley Police Department Attn: Accounts Payable 351 Main Street Brawley CA 92227

Serial Number	Rep
	Rick

Item	Qty	Description	Cost	Total
		Run Temporary CIE Cables (2) from CEB Room to 2 Consoles for Temporary Use (1st Floor), (New Console Furniture to Be Installed In Dispatch). Add Cat-5e from Network to CPU's and Move Hub to Temporary Room Rack (Customer Supplied). Remove CIE, CPU, Cabling and Headset J-Box. Temporarily Install @ Pre-Set Up Consoles. Set Up Temporary UPS (Radio Use Only). Store Cabling from Original Consoles So It Will Not Interfere with New Console Install.		
Labor	1	Remove / Install Radio Console Dispatch	1,680.00	1,680.00
Travel	1	Travel Time - 2 Trips	85.00	85.00

Quote is valid for 30 days.

Sales Tax (7.75%)

Total

Signature

AIRWAVE COMMUNICATIONS IMPERIAL

414 SOUTH "J" STREET

IMPERIAL, CA 92251

Ph: 760.355.2804

Fx: 760.355.1453

Quote

Date	Quote #
11/1/2017	2941

Name / Address
City of Brawley Police Department Attn: Accounts Payable 351 Main Street Brawley CA 92227

Serial Number	Rep
	Rick

Item	Qty	Description	Cost	Total
HDWRE	1	Supply As Need Parts Only Sale SCOPE OF JOB: Route CIE and Ground Cable for New Consoles. Remove CIE, CPU, Cabling and Headset J-Box From Temporary Consoles and Install Into New Consoles In Dispatch. Route Cabling for Console Operation. Move HUB Back to Radio Room and Re-Hook Up Networking. Remove Temporary Cable from Temporary Consoles. NOTE: Please Attempt To Give Us Notice of Pending Removal / Installation, Parts for Gold Elite Take At Least 1 Week (or More) to Ship.	0.00	0.00T

Quote is valid for 30 days.

Sales Tax (7.75%)

Total

Signature

AIRWAVE COMMUNICATIONS IMPERIAL

414 SOUTH "J" STREET

IMPERIAL, CA 92251

Ph: 760.355.2804

Fx: 760.355.1453

Quote

Date	Quote #
11/1/2017	2941

Name / Address
City of Brawley Police Department Attn: Accounts Payable 351 Main Street Brawley CA 92227

Serial Number	Rep
	Rick

Item	Qty	Description	Cost	Total
		Requested by Regina Kim for Brawley PD - Dispatch		
Quote is valid for 30 days.			Sales Tax (7.75%)	\$3.88
			Total	\$3,346.38

Signature _____

Stills Electric

P.O. Box 1245
CA Lic. 689356
kstillselectric@att.net

Brawley, CA 92227
Phone 760.344.1089

Estimate

Date	Estimate #
5/16/2018	3758

Name / Address
Brawley Police Dept. 351 Main Street Brawley, CA 92227

Project:

Dispatch Office

Qty	Description	Total
	Proposed Scope of Work: Wire New Console with Existing 120 Volt Circuits.	
	Materials	480.00T
	LABOR: Approximately 2 Days, 3 Men (Prevailing Wages Included)	6,480.00
	Administrative Fees	440.00
	*PLEASE NOTE: THIS ESTIMATE DOES NOT INCLUDE DATA WIRING OR IT WORK.	

Subtotal	\$7,400.00
Sales Tax (7.75%)	\$37.20
Total	\$7,437.20

SIERRA AIR

396 W. KEYSTONE RD.

BRAWLEY, CA 92227

Ca. Lic# 671594

Az Lic# ROC271521, ROC271522

Estimate

DATE	ESTIMATE NO.
6/19/2018	5755

NAME / ADDRESS
BRAWLEY POLICE DEPT 351 MAIN ST BRAWLEY, CA 92227

			PROJECT
DESCRIPTION	QTY	COST	TOTAL
RE: NEW RECEPTACLE INSTALLATION			
WE WILL RUN TWO NEW CIRCUITS FROM THE ELECTRICAL PANEL TO CONNECT FOUR QUADRUPLE RECEPTACLE FOR GENERAL USE, FOR THE SUM OF;			
20AMP/1POLE BREAKER	2	28.58	57.16
3/4 METALLIC FLEX	1	113.24	113.24
4X4 UNCTION BOX	8	4.47125	35.77
#12 AWG WIRE (FT)	100	3.4815	348.15
DUPLEX RECEPTACLE	8	15.3125	122.50
METALLIC FACE PLATE	4	12.5075	50.03
1/2 FLEX (FT)	100	1.089	108.90
MISC. MATERIALS	1	165.00	165.00
PREVAILING WAGE LABOR (2 TECHS/16 HRS EACH)	32	95.00	3,040.00
INSIDE WIREMAN, TECHNICIAN			
TRIP CHARGE	1	28.00	28.00
*** TOTAL COST \$4,068.75 ***			

WE WILL RUN TWO NEW CIRCUITS FROM UPS TO CONNECT FOUR QUADRUPLE RECEPTACLES FOR THE COMPUTER USE, FOR THE SUM OF;			
15 FT POWER CORD	2	58.92	117.84
3/4 METALLIC FLEX	1	113.24	113.24
4X4 UNCTION BOX	8	4.47125	35.77
#12 AWG WIRE (FT)	100	3.4815	348.15
DUPLEX RECEPTACLE	8	15.3125	122.50
METALLIC FACE PLATE	4	12.5075	50.03
1/2 FLEX (FT)	100	1.089	108.90
MISC. MATERIALS	1	165.00	165.00
ALL APPLICABLE SALES TAXES ARE INCLUDED IN PRICE OF MATERIALS			TOTAL

SIERRA AIR

396 W. KEYSTONE RD.

BRAWLEY, CA 92227

Ca. Lic# 671594

Az Lic# ROC271521, ROC271522

Estimate

DATE	ESTIMATE NO.
6/19/2018	5755

NAME / ADDRESS
BRAWLEY POLICE DEPT 351 MAIN ST BRAWLEY, CA 92227

			PROJECT
DESCRIPTION	QTY	COST	TOTAL
PREVAILING WAGE LABOR (2 TECHS/16 HRS EACH) **INSIDE WIREMAN, TECHNICIAN** *** TOTAL COST \$4,101.43 ***	32	95.00	3,040.00
ALL APPLICABLE SALES TAXES ARE INCLUDED IN PRICE OF MATERIALS			TOTAL \$8,170.18

AIRWAVE COMMUNICATIONS IMPERIAL

414 SOUTH "J" STREET

IMPERIAL, CA 92251

Ph: 760.355.2804

Fx: 760.355.1453

Quote

Date	Quote #
1/30/2018	3004

Name / Address
City of Brawley Police Department Attn: Accounts Payable 351 Main Street Brawley CA 92227

Serial Number	Rep
	Rick

Item	Qty	Description	Cost	Total
HW710	8	Plantronics Encorepro Single Ear - Noise Canceling Headset	103.23	825.84T
CA12CD-S	1	Plantronics Wireless Headset PTT Adaptor	434.45	434.45T
Shipping		Shipping	25.00	25.00
		Requested by Regina Kim		
NOTE		IF YOU WOULD LIKE TO PLACE ORDER, PLEASE REPLY TO E-MAIL AND PROVIDE PURCHASE ORDER IF NECESSARY	0.00	0.00

Quote is valid for 30 days.	Sales Tax (7.75%)	\$97.67
	Total	\$1,382.96

Signature _____

"Exclusive Distributor of Heavy-Duty, 24/7 Dispatch and Executive Office Chairs & Furniture"

****Quotation is valid for 60-days from date shown below****

QUOTE NUMBER #TA-Q313

QUOTE DATE FEB. 15, 2018

CUSTOMER P.O. NO.

TERMS NET 30 DAYS

SALES REP T. Hendershott

SHIPPED VIA

F.O.B.

PREPAID or COLLECT

Tartan Associates

306 N. Valley Center Avenue
Glendora, CA 91741
626-675-9322

Trish@TartanOfficeFurniture.com

SOLD TO:

BRAWLEY POLICE DEPT
ATTN: REGINA KIM

SHIP TO:

BRAWLEY POLICE DEPT
ATTN: REGINA KIM

[illegible]**ADDITIONAL DETAILS:**

Please Make Check Payable To: TARTAN ASSOCIATES

If you have any questions concerning this invoice, please contact:

Tartan Associates - Trish or Tim Hendershott

Phone: 626-675-9322

Email: Trish@TartanOfficeFurniture.com

Subtotal	\$4,185.00
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Sales Tax Rate	7.75%
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Sales Tax Amount	\$324.34
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\$4,509.34

Shipping & Handling	\$215.00
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Total	\$4,724.34
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Thank You for Your Business!

CPE ALLOTMENT SPENDING PLAN

TD-285 (New 12/2006)

Mail form to: Telecommunications Division
601 Sequoia Pacific Blvd., MS-911
Sacramento, CA 95814-0282Public Safety Answering Point (PSAP) Name: Brawley Police DepartmentPSAP Contact Name: Brett HouserPSAP Contact Phone Number: 760-351-2650

The following information must be completed and the original submitted to the 9-1-1 Office for verification and before a Commitment To Fund (TD-288) form can be prepared. All CPE Allotment residual fund expenditures must be committed by the PSAP and approved by the 9-1-1 Office by the end of the calendar year in which the system upgrade or replacement occurs. For a list of items/services that may be approved using CPE Allotment funds refer to the 9-1-1 Office website at <http://www.td.dgs.ca.gov/Services/911/default.htm> (select "9-1-1 Operations Manual", then "Chapter III, Funding"); or, contact the 9-1-1 Office Consultant assigned to your agency.

CPE Funding Allotment: \$255,000

Deduct cost of the CPE upgrade/replacement: **-\$120,931.29**

Deduct any CPE extended maintenance charges that were paid directly by, or reimbursed by, the State 9-1-1 Office: **-\$26,489.70**

Apply other expenses previously deducted from your CPE Allotment (contact your 9-1-1 Office Consultant for assistance): **-\$0**

Residual Fund Balance (\$ available to itemize below): **\$107,579.01**

Item/Service	Describe how Item/Service will be used	Vendor Name	Cost	Purchase Method *	Direct Pay or Reimburse	Balance
Furniture	9-1-1 Workstation	Russ Basset	35789.00	State of CA	Direct	71790.01
Furniture	9-1-1 Workstation	Russ Basset	14016.64	City of Brawley	Reimburse	57773.37
Electrical	9-1-1 Workstation	Stills Electric	7437.20	City of Brawley	Reimburse	50336.17
Phone lines	9-1-1 Workstation	AT&T	3035.00	City of Brawley	Reimburse	47301.17
Temporary	9-1-1 Workstation	Airwave	3346.38	City of Brawley	Reimburse	43954.79
Headset	Dispatcher 9-1-1	Airwave	1382.96	City of Brawley	Reimburse	42571.83
Chairs	Dispatcher 9-1-1	Tartan Ass.	4724.34	City of Brawley	Reimburse	37847.49

* Purchase Method - State of California MPA, CMAS, other (explain)

NOTE: 1) List CMAS administrative fee separately for each item/service; 2) attach price quotes for all items; 3) use additional page(s) if necessary.

I CERTIFY, UNDER PENALTY OF PERJURY, THAT THE ITEMS AND/OR SERVICES NOTED ABOVE WILL BE USED IN DIRECT SUPPORT OF THE DELIVERY OF 9-1-1 CALLS TO THE 9-1-1 CALL TAKER.


Printed/Typed Name

Title

Signature

Date

COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: 10/02/18
City Manager: 

PREPARED BY: Armando Garibay, City Information Systems Manager

PRESENTED BY: Armando Garibay, City Information Systems Manager

SUBJECT: Volume Software Licensing Agreement for Email, Business Software and Operating Systems, Scheduled to Expire October 31, 2018

CITY MANAGER RECOMMENDATION: Approve the renewal agreement in the amount of \$31,981.91 per year for three years with Microsoft Enterprise and authorize the City Manager to execute required documentation.

DISCUSSION: Valid software licenses are required for the City of Brawley and its employees to utilize Microsoft products and services. These products include but are not limited to Email, Desktop Operating Systems, and Server Operating Systems. The proposed Enterprise Licensing Agreement renewal includes renegotiated discounted pricing.

Alternately, if the City opted not to renew the Microsoft agreement, the Hosted/Cloud email environment would be transferred to City premises. This migration would incur significant costs well in excess of \$100,000 and require changes to the City's IT staffing model.

FISCAL IMPACT: \$31,981.91 per year for 3 years

ATTACHMENTS: Microsoft Enterprise Quote for Volume Licensing Agreement for the City of Brawley

Microsoft Enterprise Volume Licensing Agreement for the City of Brawley

Quoted by Jason Carmer, SoftwareONE, Inc.

Phone 480-845-7155 jason.carmer@softwareone.com

Please fax your POs to our Client Assistance Center at 800-366-9994 or email to:
statestore@softwareone.com - Call 800-400-9852, option 2, to check order status.

Quoted to:

City of Brawley

Armando Garibay

AGaribay@brawley-ca.gov

Date: 9/6/2018

Quote#: 43349

EA# 7846866 - Expires 10/31/2018

Important: Please provide the email address of the recipient designated to receive a SoftwareONE order confirmation and/or receive electronic software deliveries.

Quantity	Part #	Description	Unit Price	Ext. Price
		enterprise products- must include all qualified users/devices		
27	7R6-00001	O365GCCE1FromSA ShrdSvr ALNG SubsVL MVL PerUsr	\$ 53.28	\$ 1,438.56
73	AAA-11924	O365GCCE3fromSA ShrdSvr ALNG SubsVL MVL PerUsr	\$ 150.96	\$ 11,020.08
174	AAA-12417	CoreCALBridgeO365FromSA ALNG SubsVL MVL Pltfrm PerUsr	\$ 13.80	\$ 2,401.20
74	U4S-00002	O365GCCE1 ShrdSvr ALNG SubsVL MVL PerUsr	\$ 64.68	\$ 4,786.32
100	KV3-00353	WINE3perDVC ALNG SA MVL Pltfrm	\$ 35.08	\$ 3,508.00
		additional products	\$ -	\$ -
101	4ES-00001	ExchOnlnArchGCC ShrdSvr ALNG SubsVL MVL PerUsr	\$ 21.48	\$ 2,169.48
40	9GS-00135	CISStcDCCore ALNG SA MVL 2Lic CoreLic. Had 5 2-proc licenses for 10 total procs. Need a min of 8 cores per proc for 80 total cores or 40 2-core licenses	\$ 151.85	\$ 6,074.00
16	9GA-00313	CISStdCore ALNG SA MVL 2Lic CoreLic. Had 2 2-proc licenses for 4 totals procs. Need a min of 8 cores per proc for 32 total cores or 16 2-core licenses	\$ 31.30	\$ 500.80
1	D87-01159	VisioPro ALNG SA MVL	\$ 83.47	\$ 83.47
	Product-total			\$ 31,981.91
	Sub-Total			\$ 31,981.91
	Tax	ESD - nontaxable. Please type "Electronic Software Delivery" on your PO.		\$ -
	Shipping			No Charge
	Total	Your annual EA installment amount		\$ 31,981.91

Prices good for 30 days

total of 3 years of payments = \$ 95,945.73

Pass-Through Warranty and Other Rights. As a reseller, end-user warranties and liabilities (with respect to any third party software products provided by SoftwareONE) shall be provided as a pass-through from the manufacturer of such products. All software products are subject to the license agreement of the applicable software supplier, as provided with the software packaging or in the software at time of shipment.

VL MVL PerUsr	D	73	\$ 15.44	\$	185.28	\$	13,525.44	\$	185.28	\$
frm	D	100	\$	\$	35.51	\$	3,551.00	\$	35.51	\$
c CoreLic	D	40	\$	\$	153.75	\$	6,150.00	\$	153.75	\$
ic CoreLic	D	16	\$	\$	31.69	\$	507.04	\$	31.69	\$
; SubsVL MVL PerUsr	D	101	\$ 1.82	\$	21.84	\$	2,205.84	\$	21.84	\$
	D	1	\$	\$	84.52	\$	84.52	\$	84.52	\$

Year 2 Total \$:

Year 1 Total \$ 35,501.92

Three Year Total \$ 106,505.76

Notes

No. RIVCO-20800-010-12/19



Pricing Proposal
Quotation #: 15836332
Created On: 8/21/2018
Valid Until: 8/31/2018

City of Brawley

Armando Garibay
400 Main Street
Brawley, CA 92227
United States
Phone: 760-351-8805
Fax:
Email: AGaribay@brawley-ca.gov

Inside Account Executive

Michael Klotz
300 Davidson Ave
Somerset, NJ 08873
Phone: 732-652-7670
Fax: 732-652-3099
Email: Michael_Klotz@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 ExchOnlnArchGCC ShrdSvr ALNG SubsVL MVL PerUsr Microsoft - Part#: 4ES-00001 Coverage Term: 11/1/2018 – 10/31/2019 Note: Year 1 of 3	101	\$23.51	\$2,374.51
2 O365GCCE1FromSA ShrdSvr ALNG SubsVL MVL PerUsr Microsoft - Part#: 7R6-00001 Coverage Term: 11/1/2018 – 10/31/2019 Note: Year 1 of 3	27	\$58.18	\$1,570.86
3 O365GCCE3fromSA ShrdSvr ALNG SubsVL MVL PerUsr Microsoft - Part#: AAA-11924 Coverage Term: 11/1/2018 – 10/31/2019 Note: Year 1 of 3	72	\$164.83	\$11,867.76
4 O365GCCE1 ShrdSvr ALNG SubsVL MVL PerUsr Microsoft - Part#: U4S-00002 Coverage Term: 11/1/2018 – 10/31/2019 Note: Year 1 of 3	74	\$70.66	\$5,228.84
5 CoreCALBridgeO365 ALNG SubsVL MVL Pltfrm PerUsr Microsoft - Part#: AAA-12415 Coverage Term: 11/1/2018 – 10/31/2019 Note: Year 1 of 3	56	\$17.70	\$991.20
6 CoreCALBridgeO365FromSA ALNG SubsVL MVL Pltfrm PerUsr Microsoft - Part#: AAA-12417 Coverage Term: 11/1/2018 – 10/31/2019 Note: Year 1 of 3	640	\$15.03	\$9,619.20
7 VisioPro ALNG SA MVL Microsoft - Part#: D87-01159 Note: Year 1 of 3	1	\$91.14	\$91.14

9	WINE3perDVC ALNG SA MVL Pltfrm Microsoft - Part#: KV3-00353 Note: Year 1 of 3	100	\$38.30	\$3,830.00
10	CISStdCore ALNG SA MVL 2Lic CoreLic Microsoft - Part#: 9GA-00313 Note: Year 1 of 3	16	\$34.18	\$546.88
			Total	\$42,752.39

Additional Comments

PLEASE NOTE: CREDIT CARD PURCHASES WILL INCUR AN ADDITIONAL 2.5% FEE

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date set above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order.

SHI International Corp. is 100% Minority Owned, Woman Owned Business.
TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The Products offered under this proposal are resold in accordance with the SHI Online Customer Resale Terms and Conditions, unless a separate resale agreement exists between SHI and the Customer.



Enterprise Enrollment

State and Local

Enterprise Enrollment number
(Microsoft to complete)

80594906

Framework ID
(if applicable)

Previous Enrollment number
(Reseller to complete)

7846866

This Enrollment must be attached to a signature form to be valid.

This Microsoft Enterprise Enrollment is entered into between the entities as identified in the signature form as of the effective date. Enrolled Affiliate represents and warrants it is the same Customer, or an Affiliate of the Customer, that entered into the Enterprise Agreement identified on the program signature form.

This Enrollment consists of: (1) these terms and conditions, (2) the terms of the Enterprise Agreement identified on the signature form, (3) the Product Selection Form, (4) the Product Terms, (5) the Online Services Terms, (6) any Supplemental Contact Information Form, Previous Agreement/Enrollment form, and other forms that may be required, and (7) any order submitted under this Enrollment. This Enrollment may only be entered into under a 2011 or later Enterprise Agreement. By entering into this Enrollment, Enrolled Affiliate agrees to be bound by the terms and conditions of the Enterprise Agreement.

All terms used but not defined are located at <http://www.microsoft.com/licensing/contracts>. In the event of any conflict the terms of this Agreement control.

Effective date. If Enrolled Affiliate is renewing Software Assurance or Subscription Licenses from one or more previous Enrollments or agreements, then the effective date will be the day after the first prior Enrollment or agreement expires or terminates. If this Enrollment is renewed, the effective date of the renewal term will be the day after the Expiration Date of the initial term. Otherwise, the effective date will be the date this Enrollment is accepted by Microsoft. Any reference to "anniversary date" refers to the anniversary of the effective date of the applicable initial or renewal term for each year this Enrollment is in effect.

Term. The initial term of this Enrollment will expire on the last day of the month, 36 full calendar months from the effective date of the initial term. The renewal term will expire 36 full calendar months after the effective date of the renewal term.

Terms and Conditions

1. Definitions.

Terms used but not defined in this Enrollment will have the definition in the Enterprise Agreement. The following definitions are used in this Enrollment:

"Additional Product" means any Product identified as such in the Product Terms and chosen by Enrolled Affiliate under this Enrollment.

"Community" means the community consisting of one or more of the following: (1) a Government, (2) an Enrolled Affiliate using eligible Government Community Cloud Services to provide solutions to a Government or a qualified member of the Community, or (3) a Customer with Customer Data that is subject to Government regulations for which Customer determines and Microsoft agrees that the use of Government Community Cloud Services is appropriate to meet Customer's regulatory requirements.

Membership in the Community is ultimately at Microsoft's discretion, which may vary by Government Community Cloud Service.

"Enterprise Online Service" means any Online Service designated as an Enterprise Online Service in the Product Terms and chosen by Enrolled Affiliate under this Enrollment. Enterprise Online Services are treated as Online Services, except as noted.

"Enterprise Product" means any Desktop Platform Product that Microsoft designates as an Enterprise Product in the Product Terms and chosen by Enrolled Affiliate under this Enrollment. Enterprise Products must be licensed for all Qualified Devices and Qualified Users on an Enterprise-wide basis under this program.

"Expiration Date" means the date upon which the Enrollment expires.

"Federal Agency" means a bureau, office, agency, department or other entity of the United States Government.

"Government" means a Federal Agency, State/Local Entity, or Tribal Entity acting in its governmental capacity.

"Government Community Cloud Services" means Microsoft Online Services that are provisioned in Microsoft's multi-tenant data centers for exclusive use by or for the Community and offered in accordance with the National Institute of Standards and Technology (NIST) Special Publication 800-145. Microsoft Online Services that are Government Community Cloud Services are designated as such in the Use Rights and Product Terms.

"Industry Device" (also known as line of business device) means any device that: (1) is not useable in its deployed configuration as a general purpose personal computing device (such as a personal computer), a multi-function server, or a commercially viable substitute for one of these systems; and (2) only employs an industry or task-specific software program (e.g. a computer-aided design program used by an architect or a point of sale program) ("Industry Program"). The device may include features and functions derived from Microsoft software or third-party software. If the device performs desktop functions (such as email, word processing, spreadsheets, database, network or Internet browsing, or scheduling, or personal finance), then the desktop functions: (1) may only be used for the purpose of supporting the Industry Program functionality; and (2) must be technically integrated with the Industry Program or employ technically enforced policies or architecture to operate only when used with the Industry Program functionality.

"Managed Device" means any device on which any Affiliate in the Enterprise directly or indirectly controls one or more operating system environments. Examples of Managed Devices can be found in the Product Terms.

"Qualified Device" means any device that is used by or for the benefit of Enrolled Affiliate's Enterprise and is: (1) a personal desktop computer, portable computer, workstation, or similar device capable of running Windows Pro locally (in a physical or virtual operating system environment), or (2) a device used to access a virtual desktop infrastructure ("VDI"). Qualified Devices do not include any device that is: (1) designated as a server and not used as a personal computer, (2) an Industry Device, or (3) not a Managed Device. At its option, the Enrolled Affiliate may designate any device excluded above (e.g., Industry Device) that is used by or for the benefit of the Enrolled Affiliate's Enterprise as a Qualified Device for all or a subset of Enterprise Products or Online Services the Enrolled Affiliate has selected.

"Qualified User" means a person (e.g., employee, consultant, contingent staff) who: (1) is a user of a Qualified Device, or (2) accesses any server software requiring an Enterprise Product Client Access License or any Enterprise Online Service. It does not include a person who accesses server software or an Online Service solely under a License identified in the Qualified User exemptions in the Product Terms.

"Reseller" means an entity authorized by Microsoft to resell Licenses under this program and engaged by an Enrolled Affiliate to provide pre- and post-transaction assistance related to this agreement;

"Reserved License" means for an Online Service identified as eligible for true-ups in the Product Terms, the License reserved by Enrolled Affiliate prior to use and for which Microsoft will make the Online Service available for activation.

"State/Local Entity" means (1) any agency of a state or local government in the United States, or (2) any United States county, borough, commonwealth, city, municipality, town, township, special purpose district, or other similar type of governmental instrumentality established by the laws of Customer's state and located within Customer's state's jurisdiction and geographic boundaries.

"Tribal Entity" means a federally-recognized tribal entity performing tribal governmental functions and eligible for funding and services from the U.S. Department of Interior by virtue of its status as an Indian tribe.

"Use Rights" means, with respect to any licensing program, the use rights or terms of service for each Product and version published for that licensing program at the Volume Licensing Site. The Use Rights supersede the terms of any end user license agreement (on-screen or otherwise) that accompanies a Product. The Use Rights for Software are published by Microsoft in the Product Terms. The Use Rights for Online Services are published in the Online Services Terms.

"Volume Licensing Site" means <http://www.microsoft.com/licensing/contracts> or a successor site.

2. Order requirements.

- a. **Minimum order requirements.** Enrolled Affiliate's Enterprise must have a minimum of 250 Qualified Users or Qualified Devices. The initial order must include at least 250 Licenses for Enterprise Products or Enterprise Online Services.
 - (i) **Enterprise commitment.** Enrolled Affiliate must order enough Licenses to cover all Qualified Users or Qualified Devices, depending on the License Type, with one or more Enterprise Products or a mix of Enterprise Products and the corresponding Enterprise Online Services (as long as all Qualified Devices not covered by a License are only used by users covered with a user License).
 - (ii) **Enterprise Online Services only.** If no Enterprise Product is ordered, then Enrolled Affiliate need only maintain at least 250 Subscription Licenses for Enterprise Online Services.
- b. **Additional Products.** Upon satisfying the minimum order requirements above, Enrolled Affiliate may order Additional Products.
- c. **Use Rights for Enterprise Products.** For Enterprise Products, if a new Product version has more restrictive use rights than the version that is current at the start of the applicable initial or renewal term of the Enrollment, those more restrictive use rights will not apply to Enrolled Affiliate's use of that Product during that term.
- d. **Country of usage.** Enrolled Affiliate must specify the countries where Licenses will be used on its initial order and on any additional orders.
- e. **Resellers.** Enrolled Affiliate must choose and maintain a Reseller authorized in the United States. Enrolled Affiliate will acquire its Licenses through its chosen Reseller. Orders must be submitted to the Reseller who will transmit the order to Microsoft. The Reseller and Enrolled Affiliate determine pricing and payment terms as between them, and Microsoft will invoice the Reseller based on those terms. Throughout this Agreement the term "price" refers to reference price. Resellers and other third parties do not have authority to bind or impose any obligation or liability on Microsoft.
- f. **Adding Products.**
 - (i) **Adding new Products not previously ordered.** New Enterprise Products or Enterprise Online Services may be added at any time by contacting a Microsoft Account Manager or Reseller. New Additional Products, other than Online Services, may be used if an order is placed in the month the Product is first used. For Additional Products that are Online Services, an initial order for the Online Service is required prior to use.

- (ii) **Adding Licenses for previously ordered Products.** Additional Licenses for previously ordered Products other than Online Services may be added at any time but must be included in the next true-up order. Additional Licenses for Online Services must be ordered prior to use, unless the Online Services are (1) identified as eligible for true-up in the Product Terms or (2) included as part of other Licenses.
- g. **True-up requirements.** Enrolled Affiliate must submit an annual true-up order that accounts for any changes since the initial order or last order. If there are no changes, then an update statement must be submitted instead of a true-up order.
- (i) **Enterprise Products.** For Enterprise Products, Enrolled Affiliate must determine the number of Qualified Devices and Qualified Users (if ordering user-based Licenses) at the time the true-up order is placed and must order additional Licenses for all Qualified Devices and Qualified Users that are not already covered by existing Licenses, including any Enterprise Online Services.
- (ii) **Additional Products.** For Additional Products that have been previously ordered under this Enrollment, Enrolled Affiliate must determine the maximum number of Additional Products used since the latter of the initial order, the last true-up order, or the prior anniversary date and submit a true-up order that accounts for any increase.
- (iii) **Online Services.** For Online Services identified as eligible for true-up in the Product Terms, Enrolled Affiliate may place a reservation order for the additional Licenses prior to use and payment may be deferred until the next true-up order. Microsoft will provide a report of Reserved Licenses ordered but not yet invoiced to Enrolled Affiliate and its Reseller. Reserved Licenses will be invoiced retroactively to the month in which they were ordered.
- (iv) **Subscription License reductions.** Enrolled Affiliate may reduce the quantity of Subscription Licenses at the Enrollment anniversary date on a prospective basis if permitted in the Product Terms, as follows:
- 1) For Subscription Licenses that are part of an Enterprise-wide purchase, Licenses may be reduced if the total quantity of Licenses and Software Assurance for an applicable group meets or exceeds the quantity of Qualified Devices and Qualified Users (if ordering user-based Licenses) identified on the Product Selection Form, and includes any additional Qualified Devices and Qualified Users added in any prior true-up orders. Step-up Licenses do not count towards this total count.
 - 2) For Enterprise Online Services that are not a part of an Enterprise-wide purchase, Licenses can be reduced as long as the initial order minimum requirements are maintained.
 - 3) For Additional Products available as Subscription Licenses, Enrolled Affiliate may reduce the Licenses. If the License count is reduced to zero, then Enrolled Affiliate's use of the applicable Subscription License will be cancelled.
- Invoices will be adjusted to reflect any reductions in Subscription Licenses at the true-up order Enrollment anniversary date and effective as of such date.
- (v) **Update statement.** An update statement must be submitted instead of a true-up order if, since the initial order or last true-up order, Enrolled Affiliate's Enterprise: (1) has not changed the number of Qualified Devices and Qualified Users licensed with Enterprise Products or Enterprise Online Services; and (2) has not increased its usage of Additional Products. This update statement must be signed by Enrolled Affiliate's authorized representative.
- (vi) **True-up order period.** The true-up order or update statement must be received by Microsoft between 60 and 30 days prior to each Enrollment anniversary date. The third-year true-up order or update statement is due within 30 days prior to the Expiration Date, and any license reservations within this 30 day period will not be accepted. Enrolled Affiliate

may submit true-up orders more often to account for increases in Product usage, but an annual true-up order or update statement must still be submitted during the annual order period.

(vii) **Late true-up order.** If the true-up order or update statement is not received when due, Microsoft will invoice Reseller for all Reserved Licenses not previously invoiced and Subscription License reductions cannot be reported until the following Enrollment anniversary date (or at Enrollment renewal, as applicable).

h. **Step-up Licenses.** For Licenses eligible for a step-up under this Enrollment, Enrolled Affiliate may step-up to a higher edition or suite as follows:

(i) For step-up Licenses included on an initial order, Enrolled Affiliate may order according to the true-up process.

(ii) If step-up Licenses are not included on an initial order, Enrolled Affiliate may step-up initially by following the process described in the Section titled "Adding new Products not previously ordered," then for additional step-up Licenses, by following the true-up order process.

i. **Clerical errors.** Microsoft may correct clerical errors in this Enrollment, and any documents submitted with or under this Enrollment, by providing notice by email and a reasonable opportunity for Enrolled Affiliate to object to the correction. Clerical errors include minor mistakes, unintentional additions and omissions. This provision does not apply to material terms, such as the identity, quantity or price of a Product ordered.

j. **Verifying compliance.** Microsoft may, in its discretion and at its expense, verify compliance with this Enrollment as set forth in the Enterprise Agreement.

3. **Pricing.**

a. **Price Levels.** For both the initial and any renewal term Enrolled Affiliate's Price Level for all Products ordered under this Enrollment will be Level "D" throughout the term of the Enrollment.

b. **Setting Prices.** Enrolled Affiliate's prices for each Product or Service will be established by its Reseller. Except for Online Services designated in the Product Terms as being exempt from fixed pricing, As long as Enrolled Affiliate continues to qualify for the same price level, Microsoft's prices for Resellers for each Product or Service ordered will be fixed throughout the applicable initial or renewal Enrollment term. Microsoft's prices to Resellers are reestablished at the beginning of the renewal term.

4. **Payment terms.**

For the initial or renewal order, Enrolled Affiliate may pay upfront or elect to spread its payments over the applicable Enrollment term. If an upfront payment is elected, Microsoft will invoice Enrolled Affiliate's Reseller in full upon acceptance of this Enrollment. If spread payments are elected, unless indicated otherwise, Microsoft will invoice Enrolled Affiliate's Reseller in three equal annual installments. The first installment will be invoiced upon Microsoft's acceptance of this Enrollment and remaining installments will be invoiced on each subsequent Enrollment anniversary date. Subsequent orders are invoiced upon acceptance of the order and Enrolled Affiliate may elect to pay annually or upfront for Online Services and upfront for all other Licenses.

5. **End of Enrollment term and termination.**

a. **General.** At the Expiration Date, Enrolled Affiliate must immediately order and pay for Licenses for Products it has used but has not previously submitted an order, except as otherwise provided in this Enrollment.

- b. **Renewal option.** At the Expiration Date of the initial term, Enrolled Affiliate can renew Products by renewing this Enrollment for one additional 36-month term or by signing a new Enrollment. Microsoft must receive a Renewal Form, Product Selection Form, and renewal order prior to or at the Expiration Date. Microsoft will not unreasonably reject any renewal. Microsoft may make changes to this program that will make it necessary for Customer and its Enrolled Affiliates to enter into new agreements and Enrollments at renewal.
- c. **If Enrolled Affiliate elects not to renew.**
- (i) **Software Assurance.** If Enrolled Affiliate elects not to renew Software Assurance for any Product under its Enrollment, then Enrolled Affiliate will not be permitted to order Software Assurance later without first acquiring a new License with Software Assurance.
 - (ii) **Online Services eligible for an Extended Term.** For Online Services identified as eligible for an Extended Term in the Product Terms, the following options are available at the end of the Enrollment initial or renewal term.
 - 1) **Extended Term.** Licenses for Online Services will automatically expire in accordance with the terms of the Enrollment. An extended term feature that allows Online Services to continue month-to-month ("Extended Term") for up to one year, unless designated in the Product Terms to continue until cancelled, is available. During the Extended Term, Online Services will be invoiced monthly at the then-current published price as of the Expiration Date plus a 3% administrative fee. If Enrolled Affiliate wants an Extended Term, Enrolled Affiliate must submit a request to Microsoft at least 30 days prior to the Expiration Date.
 - 2) **Cancellation during Extended Term.** At any time during the first year of the Extended Term, Enrolled Affiliate may terminate the Extended Term by submitting a notice of cancellation to Microsoft for each Online Service. Thereafter, either party may terminate the Extended Term by providing the other with a notice of cancellation for each Online Service. Cancellation will be effective at the end of the month following 30 days after Microsoft has received or issued the notice.
 - (iii) **Subscription Licenses and Online Services not eligible for an Extended Term.** If Enrolled Affiliate elects not to renew, the Licenses will be cancelled and will terminate as of the Expiration Date. Any associated media must be uninstalled and destroyed and Enrolled Affiliate's Enterprise must discontinue use. Microsoft may request written certification to verify compliance.
- d. **Termination for cause.** Any termination for cause of this Enrollment will be subject to the "Termination for cause" section of the Agreement. In addition, it shall be a breach of this Enrollment if Enrolled Affiliate or any Affiliate in the Enterprise that uses Government Community Cloud Services fails to meet and maintain the conditions of membership in the definition of Community.
- e. **Early termination.** Any early termination of this Enrollment will be subject to the "Early Termination" Section of the Enterprise Agreement.
- For Subscription Licenses, in the event of a breach by Microsoft, or if Microsoft terminates an Online Service for regulatory reasons, Microsoft will issue Reseller a credit for any amount paid in advance for the period after termination.

6. **Government Community Cloud.**

- a. **Community requirements.** If Enrolled Affiliate purchases Government Community Cloud Services, Enrolled Affiliate certifies that it is a member of the Community and agrees to use Government Community Cloud Services solely in its capacity as a member of the Community and, for eligible Government Community Cloud Services, for the benefit of end users that are members of the Community. Use of Government Community Cloud Services by an entity that is not a member of the Community or to provide services to non-Community members is strictly

prohibited and could result in termination of Enrolled Affiliate's license(s) for Government Community Cloud Services without notice. Enrolled Affiliate acknowledges that only Community members may use Government Community Cloud Services.

- b. All terms and conditions applicable to non-Government Community Cloud Services also apply to their corresponding Government Community Cloud Services, except as otherwise noted in the Use Rights, Product Terms, and this Enrollment.
- c. Enrolled Affiliate may not deploy or use Government Community Cloud Services and corresponding non-Government Community Cloud Services in the same domain.
- d. **Use Rights for Government Community Cloud Services.** For Government Community Cloud Services, notwithstanding anything to the contrary in the Use Rights:
 - (i) Government Community Cloud Services will be offered only within the United States.
 - (ii) Additional European Terms, as set forth in the Use Rights, will not apply.
 - (iii) References to geographic areas in the Use Rights with respect to the location of Customer Data at rest, as set forth in the Use Rights, refer only to the United States.

Enrollment Details

1. Enrolled Affiliate's Enterprise.

- a. Identify which Agency Affiliates are included in the Enterprise. (Required) Enrolled Affiliate's Enterprise must consist of entire offices, bureaus, agencies, departments or other entities of Enrolled Affiliate, not partial offices, bureaus, agencies, or departments, or other partial entities. Check only one box in this section. If no boxes are checked, Microsoft will deem the Enterprise to include the Enrolled Affiliate only. If more than one box is checked, Microsoft will deem the Enterprise to include the largest number of Affiliates:
- ☒ Enrolled Affiliate only
 - ☐ Enrolled Affiliate and all Affiliates
 - ☐ Enrolled Affiliate and the following Affiliate(s) (Only identify specific affiliates to be included if fewer than all Affiliates are to be included in the Enterprise):
 - ☐ Enrolled Affiliate and all Affiliates, with following Affiliate(s) excluded:
- b. Please indicate whether the Enrolled Affiliate's Enterprise will include all new Affiliates acquired after the start of this Enrollment: Exclude future Affiliates

2. Contact information.

Each party will notify the other in writing if any of the information in the following contact information page(s) changes. The asterisks (*) indicate required fields. By providing contact information, Enrolled Affiliate consents to its use for purposes of administering this Enrollment by Microsoft, its Affiliates, and other parties that help administer this Enrollment. The personal information provided in connection with this Enrollment will be used and protected in accordance with the privacy statement available at <https://www.microsoft.com/licensing/servicecenter>.

- a. **Primary contact.** This contact is the primary contact for the Enrollment from within Enrolled Affiliate's Enterprise. This contact is also an Online Administrator for the Volume Licensing Service Center and may grant online access to others. The primary contact will be the default contact for all purposes unless separate contacts are identified for specific purposes

Name of entity (must be legal entity name)* City of Brawley
Contact name* First Armando Last Garibay
Contact email address* agaribay@brawley-ca.gov
Street address* 351 Main Street.
City* Brawley
State/Province* CA
Postal code* 92227-2419-
(For U.S. addresses, please provide the zip + 4, e.g. xxxxx-xxxx)
Country* United States
Phone* 760-351-8805
Tax ID
** indicates required fields*

- b. **Notices contact and Online Administrator.** This contact (1) receives the contractual notices, (2) is the Online Administrator for the Volume Licensing Service Center and may grant online access to others, and (3) is authorized to order Reserved Licenses for eligible Online Services, including adding or reassigning Licenses and stepping-up prior to a true-up order.

☒ Same as primary contact (default if no information is provided below, even if the box is not checked).

Contact name* First Armando Last Garibay

Contact email address* agaribay@brawley-ca.gov

Street address* 351 Main Street.

City* Brawley

State/Province* CA

Postal code* 92227-2419-

(For U.S. addresses, please provide the zip + 4, e.g. xxxxx-xxxx)

Country* United States

Phone* 760-351-8805

Language preference. Choose the language for notices. English

☐ This contact is a third party (not the Enrolled Affiliate). Warning: This contact receives personally identifiable information of the Customer and its Affiliates.

** indicates required fields*

- c. **Online Services Manager.** This contact is authorized to manage the Online Services ordered under the Enrollment and (for applicable Online Services) to add or reassign Licenses and step-up prior to a true-up order.

☐ Same as notices contact and Online Administrator (default if no information is provided below, even if box is not checked)

Contact name*: First Armando Last Garibay

Contact email address* agaribay@brawley-ca.gov

Phone* 760-351-8805

☐ This contact is from a third party organization (not the entity). Warning: This contact receives personally identifiable information of the entity.

** indicates required fields*

- d. **Reseller information.** Reseller contact for this Enrollment is:

Reseller company name* SoftwareONE, Inc.

Street address (PO boxes will not be accepted)* 20875 Crossroads Circle, Suite 1

City* Waukesha

State/Province* WI

Postal code* 53186-4093

Country* United States

Contact name* MS* Admin

Phone* 262-317-5555

Contact email address* ms-admin.us@softwareone.com

** indicates required fields*

By signing below, the Reseller identified above confirms that all information provided in this Enrollment is correct.

Signature* _____

Printed name* _____

Printed title* _____

Date* _____

** indicates required fields*

Changing a Reseller. If Microsoft or the Reseller chooses to discontinue doing business with each other, Enrolled Affiliate must choose a replacement Reseller. If Enrolled Affiliate or the Reseller intends to terminate their relationship, the initiating party must notify Microsoft and the

other party using a form provided by Microsoft at least 90 days prior to the date on which the change is to take effect.

- e. If Enrolled Affiliate requires a separate contact for any of the following, attach the Supplemental Contact Information form. *Otherwise, the notices contact and Online Administrator remains the default.*

- (i) Additional notices contact
- (ii) Software Assurance manager
- (iii) Subscriptions manager
- (iv) Customer Support Manager (CSM) contact

3. *Financing elections.*

Is a purchase under this Enrollment being financed through MS Financing? ☐ Yes, ☒ No.

If a purchase under this Enrollment is financed through MS Financing, and Enrolled Affiliate chooses not to finance any associated taxes, it must pay these taxes directly to Microsoft.

Program Signature Form

MBA/MBSA number

Agreement number

01E73970

275302

Note: Enter the applicable active numbers associated with the documents below. Microsoft requires the associated active number be indicated here, or listed below as new.

For the purposes of this form, "Customer" can mean the signing entity, Enrolled Affiliate, Government Partner, Institution, or other party entering into a volume licensing program agreement.

This signature form and all contract documents identified in the table below are entered into between the Customer and the Microsoft Affiliate signing, as of the effective date identified below.

Contract Document	Number or Code
Enterprise Enrollment (Indirect)	X20-10634
Sub250 Form	W29
Enterprise Amendment	M97 (New)
Product Selection Form	0767729.003 PSF

By signing below, Customer and the Microsoft Affiliate agree that both parties (1) have received, read and understand the above contract documents, including any websites or documents incorporated by reference and any amendments and (2) agree to be bound by the terms of all such documents.

Customer
Name of Entity (must be legal entity name)* City of Brawley
Signature* _____
Printed First and Last Name* _____
Printed Title _____
Signature Date* _____
Tax ID _____

* indicates required field

Microsoft Affiliate
Microsoft Corporation
Signature _____
Printed First and Last Name _____
Printed Title _____
Signature Date _____ (date Microsoft Affiliate countersigns)
Agreement Effective Date _____ (may be different than Microsoft's signature date)

Optional 2nd Customer signature or Outsourcer signature (if applicable)

Customer
Name of Entity (must be legal entity name)*
Signature* _____
Printed First and Last Name* _____
Printed Title
Signature Date*

** indicates required field*

Outsourcer
Name of Entity (must be legal entity name)*
Signature* _____
Printed First and Last Name* _____
Printed Title
Signature Date*


** indicates required field*

If Customer requires physical media, additional contacts, or is reporting multiple previous Enrollments, include the appropriate form(s) with this signature form.

After this signature form is signed by the Customer, send it and the Contract Documents to Customer's channel partner or Microsoft account manager, who must submit them to the following address. When the signature form is fully executed by Microsoft, Customer will receive a confirmation copy.

Microsoft Corporation
Dept. 551, Volume Licensing
6100 Neil Road, Suite 210
Reno, Nevada 89511-1137
USA

COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: October 2, 2018
City Manager: 

PREPARED BY: Shirley Bonillas, Personnel & Risk Management Administrator

PRESENTED BY: Shirley Bonillas, Personnel & Risk Management Administrator

SUBJECT: City of Brawley Social Media Policy

CITY MANAGER RECOMMENDATION: Review and approve City of Brawley Personnel Policies 153-7, 153-8 and 153-9 via City Council Resolution.

DISCUSSION: The Brawley City Council has requested a social media presence as an additional means of conveying public information. At the April 3, 2018 City Council meeting, a draft Communications Associate job description was presented with a recommended salary for a six month trial period. Further direction was given to prepare a Social Media Policy and to finalize the job description.

At the April 17, 2018 Brawley City Council meeting, the City Council adopted the social media status of a limited public forum. The City Council gave further direction to prepare policies to enable the City of Brawley to establish a social media presence. Attached please find three inter-related policies for City Council review and adoption.

City of Brawley Personnel Policy 153-7: Social Media Policy

A template from the California Joint Powers Insurance Authority was used for this policy. The policy states that individual employees cannot post on the City's social media sites, only those approved by the City Manager. Item 'n' is important to note the implications of elected officials posting on the City's website. As is standard practice, all policies are reviewed by the City Attorney. It is the recommendation from legal counsel that if the City Council would like to post something on the City's social media sites, it would require an action taken by the City Council to designate who would be the voice of the City Council.

City of Brawley Personnel Policy 153-8: Privacy Policy

The policy would provide the online information practices of the City of Brawley. The information gathered would be from visits to the City's website.

City of Brawley Personnel Policy 153-9: Social Media Comment and Content Moderation Policy

This policy provides the roles and responsibilities of the City of Brawley with reference to the agency's social media sites. It provides the clear rights of the City of Brawley to monitor, moderate, remove, prohibit, restrict, block, suspend, terminate, delete, discontinue, or reject comments if the content meets certain specified criteria. The Social Media Comment and Content Moderation Policy, in its entirety, would be posted on our website and on each City designated social media site.

Each of these policies point to the City's website as the main source of information. The social media sites should re-direct any inquiries for information to the City's website.

The Communications Associate job description has been prepared in the event funding is allocated in the next budget cycle for this position.

FISCAL IMPACT: Due to budget constraints, the City Manager and a staff designee will monitor the City's social media sites until funding is allocated for a Communications Associate.

ATTACHMENTS: City of Brawley Personnel Policy 153-7: Social Media Policy; City of Brawley Personnel Policy 153-8: Privacy Policy; City of Brawley Personnel Policy 153-9: Social Media Comment and Content Moderation Policy



City of Brawley Personnel Policy

Subject **Social Media Policy**

Policy Number **153-7**

1. Purpose

- a. This Social Media Policy establishes agency-wide guidelines, protocols, and procedures for the use by agency staff of third-party platforms commonly known as social media sites, channels, and technology. The City of Brawley (agency) regards social media and any official online and Internet presence as a means of augmenting and enhancing traditional communication methods and to engage, convey information to, and communicate with members of the public in order to meet agency missions and goals. This policy applies to all agency employees, officers, volunteers, and any consultants, providers, and contractors acting in an official capacity and when communicating with the public on behalf of the agency.
- b. The City of Brawley intends for its use of any social media site to relate solely to matters of City business and does not, in any way, intend to nor actually create general public forums.
- c. The types of content, technologies, and services covered by this policy include: Media Sharing (examples: YouTube, Flickr, iTunes), Blogging/Microblogging (examples: WordPress, Blogger, Twitter), Social Networking (examples: Facebook, LinkedIn, Instagram), Document and Data Sharing Repositories (examples: Scribd, SlideShare, Socrata), Social Bookmarking (examples: Delicious, Digg, Reddit), Wikis (examples: Aboutus, Wikipedia, Ballotpedia), Mash-ups (examples: Trendsmap, TimeTube, Craigslist), Really Simple Syndication (RSS) (examples: Google News, New York Times, CNN), and Widgets (examples: Google Maps, AddThis, Facebook "Like"). The foregoing are examples, only, and the references are not to be considered a requirement that the agency use any of these third-party tools, services, or technologies.
- d. The City of Brawley has an overriding interest in protecting the integrity of the information posted on its social media sites and the content that is attributed to the City or its officials while, at the same time, mitigating and/or eliminating associated risks from the use of such technology.
- e. If the agency changes its direction on social media use, this policy will be revised and social media activity shall be adjusted accordingly. Any questions relating to this policy should be directed to the City of Brawley City Manager or her designee.
- f. While this policy acknowledges that social media is a way to engage with others, this policy is not intended to require agency, nor any agency employee, nor contractor acting in an official agency capacity to actually use social media. The City of Brawley will periodically conduct a risk assessment of the use of social media technology and sites and determine

whether the use of social media sites is appropriate and whether appropriate risk mitigation controls can be implemented.

2. General Policy

- a. While City of Brawley approved social media sites are to be used for the purpose stated above, they are not intended to replace nor serve as the primary means of the City's communication with anyone. The City of Brawley does have an official website. This website shall remain the primary means of online communication with the public.
- b. To the extent possible, City of Brawley social media sites shall be consistently branded and contain visual elements/graphics clearly identifying such sites as official agency sites, and distinguishing them from non-professional or personal use. Such identification of official agency social media sites shall include the use of the City logo, contact information including an official City of Brawley email address, link to the official City website, and links to other agency social media sites, as applicable.
- c. Under the direction of the City Manager or her designee is responsible for the administration of the City's social media sites and securing protection of City information and technology assets against potential destructive technical incidents in the context of social media use. Approval of agency social media sites under consideration by this agency shall be made by the City of Brawley following consultation from the City Manager, the City's legal counsel, human resources, and risk management personnel, as appropriate.
 - i. Administration of the City's social media sites shall include, but is not limited to, regular monitoring of each site, as well as reviewing and approving all content for the City's social media sites. The City of Brawley reserves the right to refrain from posting or to remove any content that is not consistent with this and other agency policies or that it is in violation of applicable law(s). Such administration shall also include ensuring compliance by agency and authorized posters on agency's behalf with all applicable federal, state, county, and local laws, regulations, and policies.
 - ii. If it is determined that any social media communication needs to be corrected, amended, or clarified, the City of Brawley will determine what modification or supplement to the earlier social media communication is needed. Employees seeking a correction should raise any concern with the City Manager.
 - iii. The City of Brawley shall maintain a list of all City social media sites that are approved and operating.
 - iv. The City of Brawley's City Manager or her designee must maintain accurate City information on social media sites and check for exploitation and misuse by reviewing and updating each social media site as necessary and appropriate on a regular basis.
- d. The establishment and use by City's departments of City's social media sites are subject to approval by the City of Brawley's City Manager. The City Manager shall be responsible for enforcing this policy.
- e. Only employees authorized in writing by the City of Brawley may establish and moderate City social media sites. Authorized employees may also be designated for appropriate levels of social media use, as follows: publish, edit, comment, or view only.

- f. City of Brawley social media sites shall be established using only an official City of Brawley email address.
- g. Only employees who are authorized by the City of Brawley may post on social media sites (including City social media sites and non-agency social media sites) on behalf of the City. Employees representing the City on social media sites shall conduct themselves at all times as a professional representative of the agency and shall comply with all agency policies and codes of conduct.
- h. Members of the City Council shall not make posts on City of Brawley social media sites unless they have been authorized to do so by action taken by the City Council as a whole at a properly agenzized meeting of the City Council. The content of such a post must be approved by the City Council prior to posting and the Council Member making the post shall indicate that the post in question was made on behalf of the City Council. In order to avoid inadvertent violations of the Ralph M. Brown Act's prohibition against serial meetings, members of the City Council, the Planning Commission and other duly appointed commissions and boards established by the City Council must refrain from making comments on posts appearing on City of Brawley social media sites.
- i. When a City employee, who has been authorized to post on behalf of the City, posts on a social media site on behalf of the City, the employee's full name, title, and contact information should be made available. Other than the foregoing, the employee shall not share personal information about himself or herself, or any other City employee. Those authorized to speak on behalf of the City in a social media setting shall address issues only within the scope of their specific authorization.
- j. City of Brawley social media sites shall clearly state that such sites are officially maintained by the City and that the sites comply with the City's Social Media Policy.
- k. City of Brawley social media passwords shall not be shared with unauthorized personnel.
- l. The City of Brawley reserves the right to terminate official City social media sites at any time without notice. The use of social media by the City of Brawley is not intended to create any contract with anyone at any time or in any way nor is any use of social media by this City intended to create any expectation of action to be taken by the City. The public is warned that there is no reasonable expectation that the City nor any emergency services of the City will respond to any social media posting. City of Brawley's use of social media is not intended to, nor do they create nor may they be relied upon to create, any rights enforceable by law by any party in a civil or criminal action, nor do they create any obligation or duty of care.
- m. Technology, social media capabilities and scope, and online behaviors are changing constantly. Because of this constant adjustment and adaptation, the City of Brawley reserves the right to change, modify, or otherwise amend all or part of this Policy at any time.
- n. Any City of Brawley employee who violates this Policy may be denied access to all City of Brawley social media sites.
- o. City of Brawley social media sites shall be managed consistent with the Brown Act, the Political Reform Act, and the California Election Code. Elected and appointed members of the City of Brawley shall not respond to any published postings, nor use any social media site or any form of electronic communication to respond to, blog or engage in serial meetings, or otherwise discuss, deliberate, or express opinions on any issue within the subject matter jurisdiction of the body, or for any political purpose.

- p. The City of Brawley social media sites are subject to the California Public Records Act. Any content maintained on an official City of Brawley social media format that is related to City business, including a list of subscribers, posted communications, and communications submitted for posting, may be considered a public record and subject to public disclosure. California Public Records Act requests for the production of social media site content shall be referred to the City Clerk and City Attorney for review and further handling.

In general, official postings on the City of Brawley social media sites should reflect information that can be found on City's official website or by other official communication means. Social media use on City's behalf is not intended to be a source for original or new City content. If original or new content is created within a social media setting and on City's behalf, it must be captured and maintained in a recordkeeping system that comports with City's Record Retention Policy.

3. Personal Use of Social Media by Agency Employees and Contractors

City of Brawley recognizes that employees and contractors have the right to express their personal views through social media activity. However, City principles, guidelines, and standards of conduct that apply to employees and contractors acting in their official capacities and carrying out their official duties for the City of Brawley may also apply to an employee's and contractor's participation in social media. For example, employees and contractors are bound by the City's Code of Conduct and similar agency policies. Further, employees and contractors must understand that non-public information (e.g., personal privacy information, proprietary information, confidential information, information pertaining to pending or threatened litigation, personnel matters, attorney-client and attorney work product information, or information subject to government privileges, among others) may not be conveyed through social media unless and until the release of such information becomes lawful and has been authorized by City management in accordance with the law.

Neither employees nor contractors need to obtain permission from the City of Brawley to participate in social media sites in their *personal* capacity. Employees and contractors are cautioned, however, that there may be restrictions on the receipt of compensation, disclosure of nonpublic information, and improper use of a City of Brawley title or official authority that may apply to social media activity – even when an employee or contractor thinks they are acting in a personal capacity. Employees and contractors are encouraged to check with City management if there are any questions.

When an employee or contractor uses social media in a personal capacity, they are doing so for themselves and they are not speaking nor communicating on behalf of the City of Brawley. Employees and contractors should make certain that it does not appear they are speaking for the City unless authorized to do so.

Employees and contractors should not use official City of Brawley emails when establishing, setting up, or using social media sites for personal or non-City/non-official activities.

An employee may include their job title or position with the City of Brawley in the area of social media designation for biographical information.

If an employee or contractor has any concern that their use of social media may create the impression that their views are from, by, or sanctioned by the City of Brawley, they may use a disclaimer to address this situation. For example, the following disclaimer could be displayed in a profile or other prominent place on a social media site: *"The views and information presented*

here are mine." Employees and contractors should contact City management with any questions or concerns they have over the use of such a disclaimer.

Employees and contractors should not use their City of Brawley position, title, or authority to endorse any product, service, company, non-profit organization, or any other enterprise, unless such endorsement is authorized. Any official reference to a product, service, or entity should be in furtherance of City's legal authority in carrying out official functions.

4. Content

- a. City of Brawley social media sites should be used to communicate City missions and messages where there is a legitimate business purpose to do so. Those authorized to post social media content on behalf of the City should carefully weigh options and risk management concerns when deciding whether to use social media at all. Announcements and other City-generated content should be objective and descriptive; use a polite and professional tone; contain only information that is freely available to the public (do not post any content that is not considered public information) and that is not made confidential by any policy of the City of Brawley, or by local, state or federal law; and such content should comply with all local, state and federal rules, regulations and policies. Examples of the sort of content that is appropriate to post on City of Brawley social media accounts include:
 - i. Announcements of City sponsored events;
 - ii. City press releases;
 - iii. Information about road closures or service interruptions;
 - iv. Information about on going public work projects; and
 - v. Information about public service activities conducted by City Employees.
- b. Third-party social media sites officially used by agency should not be the only place in which the public can view agency information to the extent possible.
- c. When an employee or contractor posts to social media in an official City of Brawley capacity, the City is responsible for that content. Employees and contractors authorized to post on the City's behalf and in an official capacity should remember that standards of ethical behavior and other City of Brawley policies apply to online postings. Employees and contractors posting on the City's behalf when authorized to do so should assume there is no expectation of privacy when using social media tools on the City's behalf.
- d. The failure to comply with this and other applicable policies of the City of Brawley will be reviewed on a case-by-case basis and may result in disciplinary action.
- e. As a public agency, the City of Brawley abides by certain standards to serve all constituents in a civil and unbiased manner. As such, the City has implemented *Social Media Comment and Content Moderation* policies.
- f. Images, text, video, audio files, and other content are subject to the Copyright Law of the United States of America and related codes, policies, and directives. For questions regarding copyright issues, contact the City Attorney.
- g. City of Brawley social media content, including comments, pictures, or other material, containing content that is determined to be detrimental to the purpose of the City's social media sites, shall not be allowed and is subject to removal and/or restriction. Consistent with the purpose of this use of City social media sites as a Limited Public Forum, agency reserves the right to moderate, monitor, remove, prohibit, restrict, block, suspend, terminate, delete, discontinue or reject comments and access to comments if they are:

- i. *Profane, obscene, pornographic, abusive, threatening, racist, defamatory, offensive or contain violent language*
- ii. *Trolling (posts that are deliberately offensive, provocative, or disruptive and intended to hijack our content, deflect our information off-track, upset someone or create angry responses from employees or other visitors)*
- iii. *Messages that are a violation of existing law or regulation*
- iv. *Violations of the intellectual property rights of others*
- v. *Spam (unsolicited messages that are usually intended as advertising or messages that are repeatedly posted on the same site)*
- vi. *Attacks or calls-to-action for attacks on specific groups*
- vii. *Intended to harass, threaten or abuse an individual or are defamatory, derogatory, or are personal attacks on any City of Brawley official, employee, resident, or business person*
- viii. *Hateful or discriminatory comments regarding or comments that promote, foster, or perpetuate discrimination or harassment on the basis of race, ethnicity, religion, gender, disability, sexual orientation, political beliefs, or a protected class under local, state, or federal law*
- ix. *Links or comments containing sexually explicit content material*
- x. *Links to malicious software or sites*
- xi. *Cyber-stalking or threats to an individual or organization, or intended to collect or post private information and data without disclosure (e.g., doxxing)*
- xii. *Messages that relate to confidential, private, or proprietary information*
- xiii. *Messages that are inappropriate, in poor taste, or otherwise contrary to the purposes of our site or the business of City of Brawley*
- xiv. *Self-promotion*
- xv. *Solicitation of funds*
- xvi. *Unsolicited business proposals and inquiries*
- xvii. *Reports of criminal or suspicious activity (please contact your local police agency directly with this type of information)*
- xviii. *Encouragement of illegal or unlawful activity*
- xix. *Any form of legal and/or administrative notices or processes*
- xx. *Posts not in compliance with our social media host's own terms and conditions*
- xxi. *Posts that attempt to or do take over a thread in ways that are contrary to these terms and conditions (including random or unintelligible posts)*

- h. Any unofficial or non-authorized content and all content posted by a member of the public on the City's social media site are the opinions of the person making the post. Appearance of content on the City's social media sites does not necessarily imply endorsement of, nor agreement by, the City of Brawley, nor does such content necessarily reflect the opinions or policies of the City.
- i. The City of Brawley reserves the right to deny access to City social media sites for any individual who violates this Policy, at any time and without prior notice.
- j. For any social media site approved by City of Brawley, this agency may develop additional usage or other standards to optimize City's use of such third-party site.
- k. Any content posted on a social media site may also be subject to third-party, site-specific rules or policies. The City of Brawley reserves the right to report any such violations of a third-party site's rules or policies. The City also reserves the right to report any post to law enforcement.

5. Privacy

The City of Brawley shall establish a *Website Privacy Policy*. Although some third-party social media providers might be exempt from privacy policy requirements, the City of Brawley will abide by its policy with respect to City's official website. However, the City of Brawley cannot guarantee nor enforce such privacy policies on third-party sites. The City of Brawley will periodically review the privacy policies of third party social media sites to make a risk assessment as to the continued use of such third-party offerings.

6. Disclaimer

The City of Brawley cannot control and is not responsible for unofficial and other content on social media sites.



City of Brawley Personnel Policy

Subject **Privacy Policy**

Policy Number 153-08

This Privacy Policy explains the online information practices of the City of Brawley only. It does not apply to non-City of Brawley websites that you are able to reach from this website nor to any social media sites. We encourage you to read the privacy policies of those other sites in order to learn how they collect and use your information.

The City of Brawley takes your privacy seriously. We do not collect personally identifiable information about you when you visit our web site or use our services unless you choose to provide that information to us.

What this Privacy Policy covers

This Privacy Policy covers our website's treatment of personally identifiable information that we obtain when you are on this website and when you use our website's services. This policy does not describe information collection policies on other sites, including social media sites or those linked to or from this website.

What type of information we collect

The City of Brawley may automatically collect aggregate information about the use of its site, including which pages are most frequently visited, how many visitors we receive daily, and how long visitors stay on each page.

How we use the information we collect

The personally identifiable information we collect from and about you may be used to provide e-mail-based newsletters and other information to you as you request and to notify you from time to time about services offered by us or other entities associated with us.

In the event of a known security or virus threat, we may collect information on the internet content you view.

With whom we share information

We may disclose information about you if we have a good-faith belief that we are required to do so by law or legal process, to respond to claims, or to protect the rights, property or safety of the City of Brawley or others.

We may disclose personally identifiable online information that you have provided to us with representatives within the City of Brawley and related entities, other government agencies, or other named entities. In order to address, meet, and combat security and virus

threats, we may also share some information we collect automatically, such as IP addresses, with other government agencies.

The law may require us to share collected information with authorized law enforcement.

Children and the collection of information

We do not intentionally collect information from children under the age of 13. We will comply with the Children's Online Privacy Protection Act (COPPA) at all applicable times.

Changes to this Privacy Policy

The City of Brawley may revise and update this Privacy Policy at any time. Your continued usage of this site means you accept those changes.

Contact Information

Questions or comments regarding this Privacy Policy should be sent by email to:

sbonillas@brawley-ca.gov

or by U.S. mail to:

City of Brawley
383 Main St.
Brawley, CA 92227



City of Brawley Personnel Policy

Subject **Social Media Comment and Content Moderation Policy**

Policy Number **153-9**

1. Purpose

The purpose of the City of Brawley's social media page is to share news, information, and updates regarding the activities, policies, and programs of the City of Brawley. However, the information and content contained in our social media site is only intended to supplement, not to replace, the information available through official City of Brawley channels, in general, and the City of Brawley's official website www.brawley-ca.gov.

If you are a reporter, please direct your inquiries to the City of Brawley City Manager at (760) 351-3048. We do not post nor respond to reporters' questions on our social media site.

The City of Brawley is not responsible for comments, remarks, messages, or other material posted to its social media site and does not, in any way, guarantee, ensure, or warrant the content, accuracy, or use of social media content from anyone else. The City of Brawley specifically disclaims all liability for claims or damages that may result from any posting on its social media site. Opinions expressed on our social media site are those of the person posting and do not necessarily reflect the opinions, practices, or policies of the City of Brawley. In no event shall the City of Brawley be liable to you or anyone else for any decision made or action taken in reliance on information on our social media site.

By accessing, viewing, and/or posting content to our social media page, you accept, without limitation or qualification, these terms and conditions of use, as well as any other terms of use required by the company that owns and operates the social media site. If you do not agree to the terms of this Policy, do not view or post any content. Your use of our social media site is deemed acceptance of these terms and conditions and to have the same effect as if you had actually physically signed an agreement.

These terms and conditions are in addition to the third-party policies, terms, and conditions of any social media provider (i.e. Facebook, LinkedIn, Twitter, YouTube, etc.) The City of Brawley does not operate or control this social media site and is subject to the terms of use for this site by the provider. The City of Brawley does not control the terms and conditions of the social media site provider.

Your Comments Are Public and Reviewed

Our social media site is a public page and viewable by everyone. Comments and shared information also become part of a public record and may be archived in order to abide with applicable laws, e-discovery requirements, and document retention policies. **Information shared through our social media site may be subject to release to those who request it through the California Public Records Act or other public information statutes.** Your use of our social media site and the posting of any content is deemed a waiver by you of any rights to privacy or confidentiality.

Please be aware that we review all comments after you post them. Because the site is visible to all ages, we expect persons who leave comments to do so with respect, good manners, and careful thought of who might be seeing them.

Consistent with the purpose of this Limited Public Forum, we reserve the right to moderate, monitor, remove, prohibit, restrict, block, suspend, terminate, delete, discontinue or reject comments and access to comments if they are:

Profane, obscene, pornographic, abusive, threatening, racist, defamatory, offensive or contain violent language

Trolling (posts that are deliberately offensive, provocative, or disruptive and intended to hijack our content, deflect our information off-track, upset someone or create angry responses from employees or other visitors)

Messages that are a violation of existing law or regulation

Violations of the intellectual property rights of others

Spam (unsolicited messages that are usually intended as advertising or messages that are repeatedly posted on the same site)

Attacks or calls-to-action for attacks on specific groups

Intended to harass, threaten or abuse an individual or are defamatory, derogatory, or are personal attacks on any City of Brawley official, employee, resident or business person

Hateful or discriminatory comments regarding or comments that promote, foster, or perpetuate discrimination of harassment on the basis of race, ethnicity, religion, gender, disability, sexual orientation, political beliefs, or a protected class under local, state, or federal law

Links or comments containing sexually explicit content or material

Links to malicious software or sites

Cyber-stalking or threats to an individual or organization, or intended to collect or post private information and data without disclosure (e.g., doxxing)

Messages that relate to confidential, private, or proprietary information

Messages that are inappropriate, in poor taste, or otherwise contrary to the purposes of our site or the business of the City of Brawley

Self-promotion

Solicitation of funds

Unsolicited business proposals and inquiries

Reports of criminal or suspicious activity (Please contact your local police agency directly with this type of information)

Encouragement of illegal or unlawful activity

Any form of legal and/or administrative notices or processes

Posts not in compliance with our social media host's own terms and conditions

Posts that attempt to or do take over a thread in ways that are contrary to these terms and conditions (including random or unintelligible posts)

The above list is not necessarily exhaustive and the City of Brawley reserves the right to remove or restrict any post or comment that violates the purpose or spirit of these terms and conditions.

Individuals who comment or post to our social media site and who repeatedly violate these terms and conditions may, among other actions, be banned, prohibited from posting future comments, or be reported to the social media provider.

We do not edit comments for the purpose of removing objectionable or inappropriate content and leaving non-objectionable or appropriate content. If you want your comments to remain posted, please ensure that you comply with this policy.

While comments may be posted at any time because of the nature of social media, we will review and screen comments during regular business hours, Monday through Friday 8:00 AM through 5:00 PM, Pacific Standard Time, except holidays.

Information contained on our social media site may be intercepted, recorded, read, copied, and disclosed by and to authorized personnel for any official purpose, including criminal investigations. Unauthorized access or use of our social media site, including attempting unauthorized copying, altering, destroying, or damaging site content may violate the Federal Computer Fraud and Abuse Act of 1986 and may subject violators to criminal, civil, and/or administrative action.

Privacy

Do not include personally identifiable information in the body of your social media comments. This is for your own protection and privacy.

Endorsements

The City of Brawley does not endorse commercial entities, products, services, or other non-governmental organizations or individuals through social media. Any references to commercial entities, products, services, or non-governmental organizations or individuals are solely for informational purposes or posted by the social media provider.

Our Comments Are Not Legal Advice and Your Comments Are Not Official Notice

Postings, interactions, and messages made through social media sites do not constitute legal advice. Likewise, anything you post is not considered an official notice or comment to the City of Brawley or to any official or to any of our employees for any purpose. The City of Brawley disclaims all warranties, expressed or implied, for any of the information or content provided in its social media sites.

You can contact the City of Brawley by visiting www.brawley-ca.gov or call (760) 351-3048.

You May Own Your Comments but We Can Use Them

You own all of the comments, content, messages, and similar information that *you* post on our social media site (subject to any terms or conditions of the social media provider). You are responsible for how

you control the sharing of that content through the privacy and application settings of the social media provider.

By posting on our social media site, you grant the City of Brawley a non-exclusive, transferable, sub-licensable, royalty-free, worldwide license to use that content. That means the City of Brawley can reproduce, distribute, publish, display, and otherwise use your content. **If you do not wish to have the content you have posted used, published, copied and/or reprinted, please do not post on our social media page.**

Advertisement and Link Disclaimer

The information provided on our social media site and any links or references thereon are provided as a courtesy to our visitors. The City of Brawley does not endorse, recommend, nor approve of any person, any product, or any service mentioned on our social media site nor referenced or contained on any other website or social media page.

The City of Brawley does not endorse nor support any advertising that may be contained on its social media site nor on any of the pages of any linked or referenced sites.

The City of Brawley does not generally link to the following:

- Candidate or nominee sites nor sites advocating a position on the City of Brawley or ballot issues

- Corporate commercial sites

- Personal home pages

External links may be provided at times and are posted only as additional information or resource material. The City of Brawley does not attest to the accuracy of information provided by any links. Should you access another site through a link, you are subject to that destination site's own privacy policy and terms of use.

Intellectual Property Use

Images, photographs, written works and graphics used by us on our social media site, unless otherwise noted, are the property of the City of Brawley and are protected under both United States and International Copyright Laws. Our images, photographs, written works and graphics may not be reproduced, copied, transmitted or manipulated without the written permission of the City of Brawley. Use of any image or content from our social media site as the basis for any other, literary writing, photograph or illustration (in any format) is a violation of the United States and International Copyright laws.

For questions pertaining to our intellectual property rights or permission to reproduce our social media please contact us at (760) 351-3048.

Indemnification

By using our social media site, you agree that you must defend, indemnify, and hold the City of Brawley and its officers, directors, employees, contractors, representatives, agents, successors and assigns harmless from and against any and all losses, claims, damages, settlements, costs, and liabilities of any nature whatsoever (including reasonable attorneys' fees) to which they may become subject and which arise out of, are based upon, are as a result of, or are in any way connected with your use of our social media site, including any third party claims of infringement or any breach of these terms and conditions.

Jurisdiction

By using our social media site, you agree that any claim or dispute relating to the posting of any content on our social media site shall be construed in accordance with the laws of the State of California without regard to its conflict of laws provisions, and you agree to be bound and shall be subject to the exclusive jurisdiction of the state and federal courts located in Imperial County, California.

This Policy Is Subject to Amendment

This policy may be updated or amended at any time without notice. Each time you access or use our social media site, the policy then in place at the time of such access

RESOLUTION NO. 2018-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRAWLEY, CALIFORNIA
ADOPTING THE SOCIAL MEDIA POLICY, THE PRIVACY POLICY, AND THE
SOCIAL MEDIA COMMENT AND CONTENT MODERATION POLICY.

WHEREAS, the City Council of the City of Brawley wishes a social media presence to further convey information about the City of Brawley; and

WHEREAS, the Brawley City Council on April 17, 2018 adopted limited public forum social media status; and

WHEREAS, the City of Brawley City Council directed staff to provide the necessary policies to create the social media presence

NOW, THEREFORE IT IS RESOLVED that the City Council of the City of Brawley hereby adopts the City of Brawley Social Media Policy, Privacy Policy and the Social Media Comment and Content Moderation Policy

APPROVED, PASSED AND ADOPTED at a regular meeting held on the 2nd day of October, 2018.

CITY OF BRAWLEY, CALIFORNIA

George A. Nava, Mayor

ATTEST:

Alma Benavides, City Clerk

STATE OF CALIFORNIA;
COUNTY OF IMPERIAL;
CITY OF BRAWLEY;

I, ALMA BENAVIDES, City Clerk of the City of Brawley, California, DO HEREBY CERTIFY that the foregoing Resolution No. 2018- was passed and adopted by the City Council of the City of Brawley, California, at a regular meeting held on the 2nd day of October 2018 and that it was so adopted by the following roll call vote:

AYES:
NAYES:
ABSTAIN:
ABSENT:

DATED: October 2, 2018

Alma Benavides, City Clerk



Fiscal Year 2018 - 19*

Monthly Staffing Report for October 1, 2018

Updated: 9/27/2018

Full-time Regular EE Groups	Authorized Positions	Filled Positions	Vacant Positions	Notes
Building & Community Develop.	5	5	0	
Finance	7	7	0	
Fire	18	18	0	
Personnel & Risk Management	1	1	0	
Information Technology	1	1	0	
Library	3	3	0	
Parks & Recreation	9.5	9.5	0	Director retired - Interim assignment.
Planning	2	2	0	
Police	48	45	3	(3) Police Officers
Public Works	38	35	3	Deputy Director; Utility Leadman; Utility Worker I
Records Management/City Clerk	3	3	0	Clerk as 2 positions
Council Members	5	5	0	
Treasurer	1	1	0	
City Manager	1	1	0	
Total	142.5	136.5	6	

Groups	Limited Term Positions	Temp & Part time Positions	Temp Agency Positions	
Planning/CDS	0	1	0	Temp Code Enforcement Officer hired 5/29/2018 for a six month duration
Fire - Reserve/Call Paid	0	8	0	
Finance		2		2 P/T temps assisting with the workload
Library	3	6	0	
Parks & Recreation	0	13	0	2 Parks Maintenance Workers; 1 Admin Sec; 1 Sr Ctr Coord; 1 person to turn on/off lights; 1 Field Sup for rec leagues; 4 Lifeguards; 3 Cattle Call prep.
Police	0	3	0	P/T Maintenance worker, F/T Graffiti Abatement, P/T Dispatcher
Public Works	0	6	0	1 in pretreatment; 1 in wastewater; 1 P/T Clerical ; 3 Cattle Call prep.
Records Management	0	1	0	Currently utilizing temp worker from PD 10 hours per week

Prepared by: Shirley Bonillas, Personnel & Risk Management Administrator

*Using FY 17/18 budgeted positions

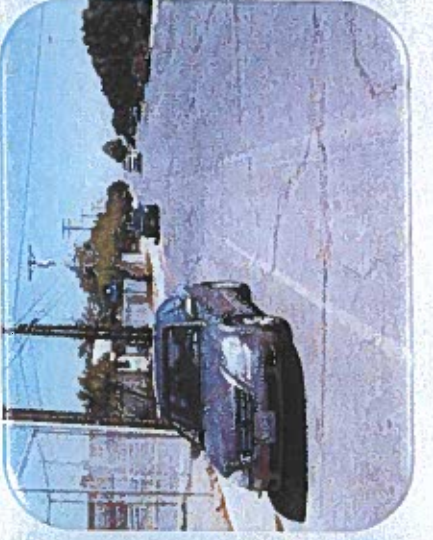
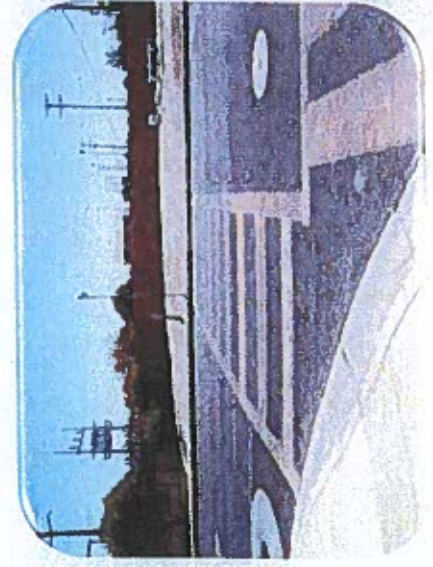
CITY OF BRAWLEY NON-MOTORIZED TRANSPORTATION PLAN

PREPARED BY:
Alta Planning + Design, RBF Consulting
PREPARED FOR:
City of Brawley
PRESENTED BY:
Andrea Montano, Planning Technician



What is A Non-Motorized Transportation Plan(NMTP)?

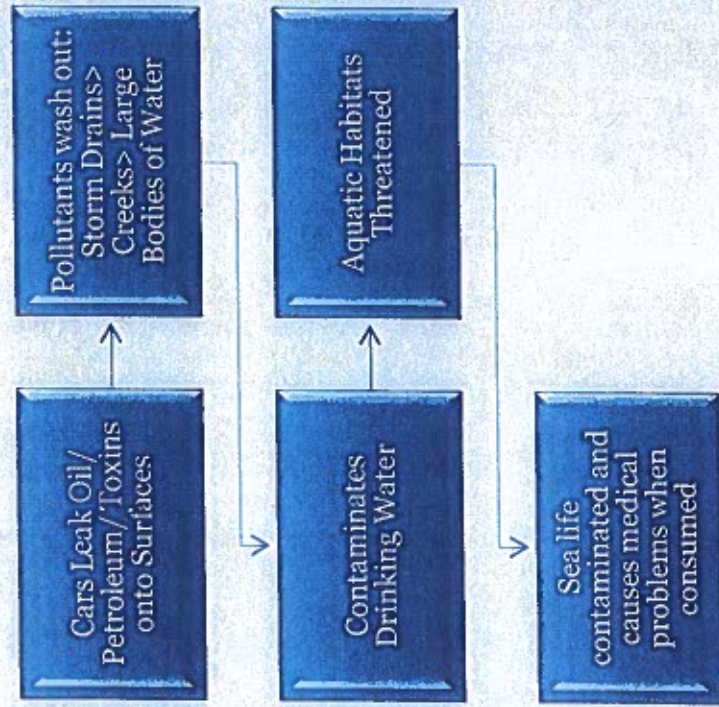
- Serves as guide the development of multimodal networks (i.e., bicycle and pedestrian routes).
- Bicycle and walking are benefit to residents and visitors:
 - *Alleviates congestion,*
 - *Minimizes greenhouse gas emissions*
 - *Extends and improves the quality of people's lives.*



Benefits of Non-Motorized Transportation

To The Environment

- Cold Starts:
 - *1-mile vehicle trip = 70% pollution of a 10-mile excursion*
- Reduction of Pollutants Causing Asthma and Respiratory Problems
- Decreasing GHG emissions will help the region meet targets in new laws AB32, SB375 and the Sustainable Communities Strategy.



Benefits of Non-Motorized Transportation

To the City

- Walkable/bikeable neighborhoods:
 - *Livable*
 - *Attractive*
 - *Increase home values*
 - *Retaining Talented Workforce = Higher Property Taxes & Business Competitiveness*
- Bike Lanes:
 - *Draw consumers directly to business*
 - *Indirectly supports economy*
- Example:
 - *Outer Banks of North Carolina spent \$6.7 million to improve local bicycle facilities, and reaped a reported benefit of \$60 million of annual economic activity associated with bicycling.*

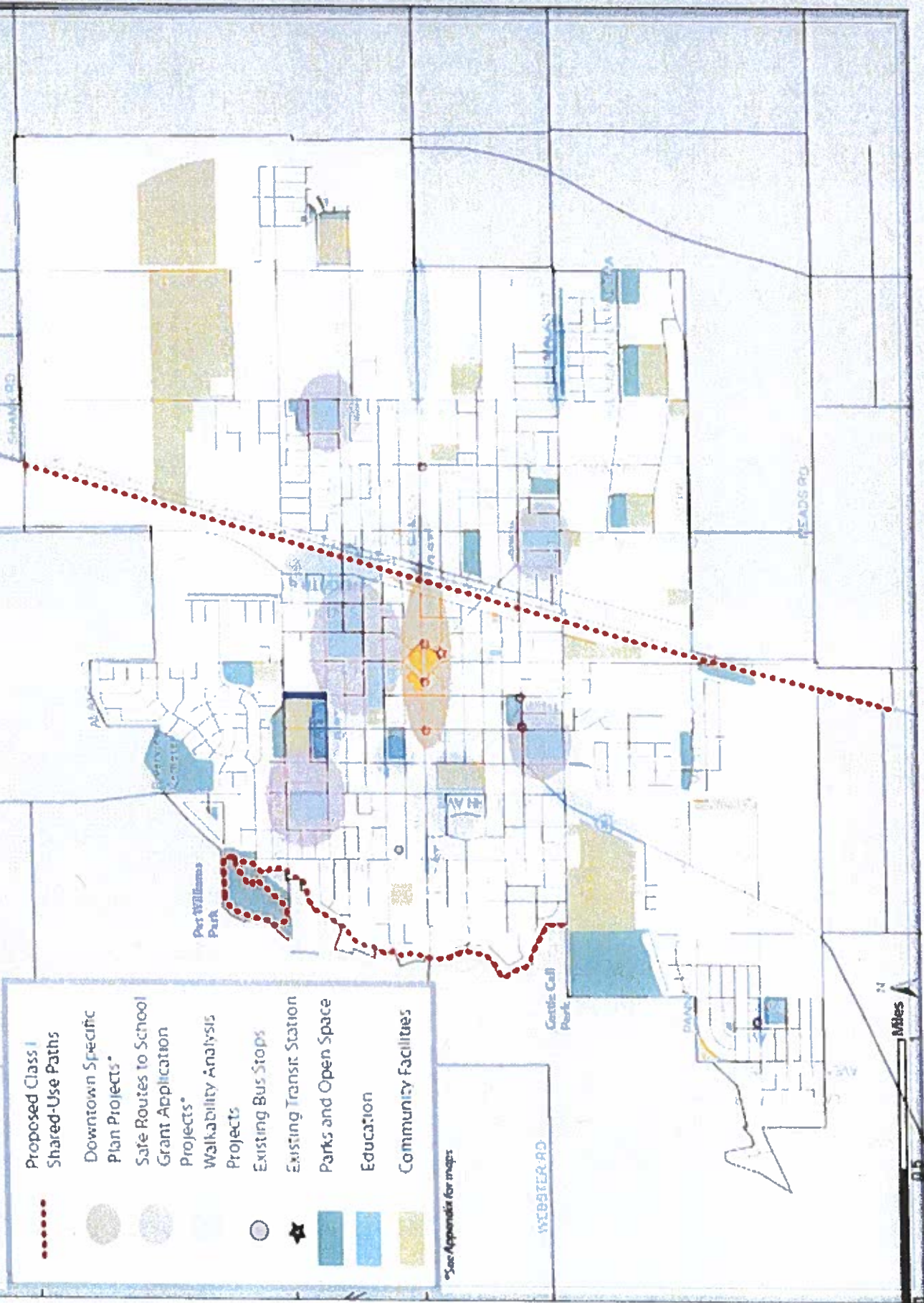
To Individuals

- Important forms of exercise
- Obesity associated with automobile-dominant behaviors that limit physical activity
- Walking and Biking To School:
 - 1968 \cong 50%
 - 2009 = 14%
- 1/3 children ages 9-17 are either at risk or already overweight
- Transportation choices to those who cannot or do not drive including people with disabilities, youth, seniors, and people with limited incomes.
- Pedestrians with mobility, vision, or hearing impairments depend on high-quality, well-maintained infrastructure as a basis for travel, from audible signals and curb ramps that indicate safe crossings to separated bike lanes that discourage bicyclists from riding on the sidewalk.

Overview of NMTP Contents

- Goals and Objectives
 - Goal 1: *Develop a comprehensive, rational, and equitable bikeway and walkway system connecting residential neighborhoods with parks, schools, Central Business District, transit, and existing and future employment.*
 - Goal 2: *Create a safe bicycle and pedestrian environment*
 - Goal 3: *Develop school and commuter bikeways and walkways that are easily recognized and accessible from residential areas*
 - Goal 4: *Improve bicycle and pedestrian amenities*
- Existing Conditions
- Needs Analysis
- Recommended Improvements
 - *137 Recommended Improvements (27 Bikeway Improvements, 37 Sidewalk Infill Projects, & 73 Crossing Improvements)*
- Implementation
 - *Recommended improvements were broken down into projects and given scores.*
 - *Bikeway Project scores were based on 8 prioritization factors(1. Gap Closure, 2. Connectivity to Existing Facilities, 3. Connectivity to Planned Facilities, 4. Connectivity to Activity Centers, 5. Connectivity to Schools, 6. Safety, 7. Public Input, 8. Project Cost).*
 - *Pedestrian (Sidewalk/Crossing) Project scores were based on 7 prioritization factors (1. Connectivity to Existing Facilities, 2. Connectivity to Schools, 3. Connectivity to Transit, 4. Safety, 5. Public Input, 6. Project Cost, 7. Project Cost)*
 - *59 Bikeway Projects (All Projects Ranked, 46 Miles of Development, \$6,137,000 Project Cost)*
 - *37 Sidewalk Projects (13 Ranked Projects, 12,175 Feet of Development, \$2,029,750 Project Cost)*
 - *75 Crossing Project (29 Ranked Projects, \$4,034,000 Project Cost)*
 - *Unranked projects were targeted for longer-term implementation but included into Length and Project Cost calculations.*

Figure S-2: Pedestrian Improvement Locations





RECORD OF BUILDING PERMITS

August 2018

Prepared by: Oscar Escalante, Interim Building Official

9/17/2018

DATE ISSUED	PERMIT NUMBER	PERMIT DESCRIPTION	ASSESSOR PARCEL NUMBER	ADDRESS	OWNER	ISSUED TO	COST OF IMPROVEMENTS
08/01/18	27731	Plumbing	048-041-001	300 West Main Street	Travel Inn LLC	Owner	N/A
08/01/18	27732	Electrical	047-342-014	525 Main Street	J&M Properties, L.P.	Chapin HCJR Electric, Inc.	N/A
08/01/18	27733	New House	046-142-019	213 "B" Street	Marco Castillo	R. Garcia Construction, Inc.	\$125,000.00
08/02/18	27734	Inspection Fee Only	047-180-025	1659 "A" Street	Carmen Araujo	Owner	N/A
08/02/18	27735	New House	046-383-002	1062 Crestview Drive	MTG Development, Inc.	R. Garcia Construction, Inc.	\$150,000.00
08/02/18	27736	New House	046-382-001	1073 Ridge Park Drive	MTG Development, Inc.	R. Garcia Construction, Inc.	\$170,000.00
08/02/18	27737	New House	046-383-003	1056 Crestview Drive	MTG Development, Inc.	R. Garcia Construction, Inc.	\$170,000.00
08/02/18	27738	New House	046-382-002	1067 Ridge Park Drive	Ridge Park Development, Inc.	R. Garcia Construction, Inc.	\$142,000.00
08/02/18	27739	New House	046-383-001	1068 Crestview Drive	MTG Development, Inc.	R. Garcia Construction, Inc.	\$170,000.00
08/03/18	27740	Remodel House	046-152-020-000	421 West "D" Street	Porter Construction, Inc.	Owner	\$28,000.00
08/03/18	27741	Inspection Fee Only	046-152-009	440 West "C" Street	Federal National Mortgage	Owner	N/A
08/06/18	27742	Elect. & Solar Panel	049-052-006-000	1088 "G" Street	Raul Ramirez	Offgrid Systems, Inc.	N/A
08/06/18	27743	Right of Way	048-161-025	454 South 3rd Street	Shine Investments LLC	Owner	N/A
08/08/18	27744	Electrical	047-342-014	525 Main Street	J&M Properties, L.P.	Chapin HCJR Electric, Inc.	N/A
08/09/18	27745	Elect. & Solar Panel	047-430-002	696 North Eastern Avenue	Jesus Balderrama	Highlands Energy	N/A
08/09/18	27746	Elect. & Solar Panel	047-371-024	1288 "D" Street	Miguel Garcia	Highlands Energy	N/A
08/10/18	27747	Travel Center	047-100-004	1850 Main Street	Pilot Travel Center, LLC	Haslam Oil Company	\$5,000,000.00
08/10/18	27748	Sign	048-052-002-000	118 Main Street	R. Ardath & G. Davis	Penn Neon Sign Co., Inc.	\$2,500.00
08/13/18	27749	Carport	047-223-001-000	1005 "A" Street	Lupe Chavez	Owner	\$10,000.00
08/14/18	27750	Tenant Improvement	049-023-002	616 Main Street	Bob O'Brien	Still Electric	\$10,000.00
08/16/18	27751	Pool & Spa	046-371-010	709 Maple Court	Tania Mendez	Kancun Pools and Spa	\$32,500.00
08/21/18	27752	Electrical	048-123-001	507 Marilyn Avenue	Megan & Weston Earls	Still Electric	N/A
08/21/18	27753	Electrical	047-342-025-000	124 North Plaza	Brawley Community Fndtn.	Still Electric	N/A
08/21/18	27754	Patio	048-275-028	758 Shelbie Avenue	Jesse D. Silva	Owner	\$8,000.00
08/23/18	27755	Elect. & Solar Panel	047-371-008	1230 "D" Street	Isabel Jimenez	Highlands Energy	N/A
08/23/18	27756	Business Addition	047-440-017-000	1510 Jones Street	Jim O'Malley	TWG General Contractors	\$175,000.00
08/24/18	27757	New Restaurant	046-202-015	105 West Main Street	McDonald's USA LLC	CCK Builders, Inc.	\$2,326,318.00
08/27/18	27758	Sign	046-202-015	105 West Main Street	McDonald's USA LLC	Penn Neon Sign Co., Inc.	\$15,000.00
08/27/18	27759	New House	046-171-021-000	128 West "B" Street	R. Garcia Construction, Inc.	R. Garcia Construction, Inc.	\$125,000.00
08/28/18	27760	Wireless Comm. Fclty.	047-440-017	1510 Jones Street	American Tower	Broken Arrow Communications, Inc.	\$15,000.00
08/28/18	27761	Right of Way	N/A	Shank Road	City of Brawley	AT&T	N/A
08/29/18	27762	Electrical	046-202-015	105 West Main Street	McDonald's USA LLC	Power Plus	N/A
08/29/18	27763	Electrical/ROW	046-182-004	261 "D" Street	Brawley Elementary School Dist.	A&N Quality Builders	N/A



RECORD OF BUILDING PERMITS

August 2018

Prepared by: Oscar Escalante, Interim Building Official

9/17/2018

DATE ISSUED	PERMIT NUMBER	PERMIT DESCRIPTION	ASSESSOR PARCEL NUMBER	ADDRESS	OWNER	ISSUED TO	COST OF IMPROVEMENTS
08/29/18	27764	Electrical	048-294-001	364 Terrace Circle	Ryan Suits	Skills Electric	N/A
08/30/18	27765	Sign	047-100-004	1850 Main Street	Pilot Travel Center	In A Bind Signs, Inc.	\$22,500.00
08/30/18	27766	Restoration House	046-363-020	1024 Walnut Avenue	Karla Ocampo	NS Construction	\$22,000.00
08/30/18	27767	Demo Structures	047-353-003	942 "E" Street	Gaston M. Ramirez	Owner	N/A
08/31/18	27768	Remodel House	049-162-010	1078 "K" Street	Juan M. Cervantes	Owner	\$20,000.00
08/31/18	27769	Electrical	046-181-009	268 "B" Street, #2	Carmen Morales	Owner	N/A



CITY OF BRAWLEY
INVESTMENT ACTIVITY REPORT
As of March 31, 2018



Financial Institution	Purchase Price	% Yield	Quarterly Earnings	Type	Purchase Date	Maturity Date	Interest Earnings
Local Agency Investment Fund (LAIF)	\$ 14,672,838.57	1.51 %	\$ 54,591.80			N/A	Quarterly
Community Valley Bank	\$ 1,000,000.00	1.01 %	\$ 2,531.53	Certificate of Deposit	06/10/17	06/10/18	Monthly
Sun Community Federal Credit Union	\$ 1,000,000.00	1.50 %	\$ 3,836.13	Certificate of Deposit	07/19/17	07/19/18	Monthly
First Imperial Credit Union	\$ 1,000,000.00	1.50 %	\$ 3,693.27	Certificate of Deposit	09/08/17	09/08/18	Monthly
First Imperial Credit Union	\$ 1,000,000.00	1.50 %	\$ 3,693.27	Certificate of Deposit	09/08/17	09/08/18	Monthly
Sun Community Federal Credit Union	\$ 1,500,000.00	1.61 %	\$ 4,870.81	Certificate of Deposit	01/17/18	01/17/19	Monthly
	\$ 20,172,838.57		\$ 68,346.00				

MultiBank Securities Purchases, as of 3/31/2018 (sorted by maturity date)

CUSIP	FDIC	Financial Institution	Purchase Price	% Yield	Estimated Qtrly Earnings	Type of Purchase	Purchase Date	Maturity Date	Interest Earnings
634116CC9	18734	National Bank New York	\$ 245,000.00	1.50 %	\$ 918.75	Certificate of Deposit	12/28/18	12/28/18	Semi-Annual
33621JAY4	29058	First Savings Bank NW	\$ 245,000.00	1.45 %	\$ 888.13	Certificate of Deposit	02/13/15	02/13/19	Monthly
20786AAY1	57919	Connecticut Bank Englewood	\$ 245,000.00	1.85 %	\$ 1,133.13	Certificate of Deposit	12/30/14	12/30/19	Monthly
254672NC8	5649	Discover Bank	\$ 248,000.00	1.90 %	\$ 1,178.00	Certificate of Deposit	05/06/15	05/06/20	Semi-Annual
45780PAL9	90250	Institution for Savings	\$ 247,000.00	2.05 %	\$ 1,265.88	Certificate of Deposit	07/31/15	07/31/20	Monthly
29266NS32	57293	Enerbank USA Salt Lake City, UT	\$ 245,000.00	1.75 %	\$ 1,071.88	Certificate of Deposit	10/16/15	10/16/20	Monthly
31938QP57	15229	First Business Bank Madison, Wisc	\$ 245,000.00	1.80 %	\$ 1,102.50	Certificate of Deposit	10/16/15	10/16/20	Semi-Annual
32028E81	4365	First Merchants Bank	\$ 245,000.00	2.26 %	\$ 1,384.25	Certificate of Deposit	10/30/15	10/30/20	Monthly
05580ADF8	35141	BMW BK North, Salt Lake City, UT	\$ 245,000.00	1.55 %	\$ 949.38	Certificate of Deposit	11/18/15	11/18/20	Semi-Annual
40434AK65	57890	HSBC BK USA	\$ 245,000.00	1.65 %	\$ 1,010.63	Certificate of Deposit	01/21/16	01/21/21	Semi-Annual
95960NU7	9123	Western St BK	\$ 245,000.00	1.50 %	\$ 918.75	Certificate of Deposit	02/19/16	02/19/21	Semi-Annual
319461AR0	57966	First Choice BK	\$ 245,000.00	1.00 %	\$ 612.50	Certificate of Deposit	02/26/16	02/26/21	Monthly
48125YD50	628	JP Morgan Chase Bank	\$ 245,000.00	1.70 %	\$ 1,041.25	Certificate of Deposit	03/16/16	03/16/21	Semi-Annual
140420XR6	33954	Capital One Bank USA	\$ 245,000.00	1.75 %	\$ 875.00	Certificate of Deposit	04/06/16	04/06/21	Semi-Annual
981571CE0	57079	Worlds Foremost Bank	\$ 200,000.00	1.00 %	\$ 612.50	Certificate of Deposit	05/05/16	05/05/21	Monthly
48040PBE4	9325	Jonesboro St Bank	\$ 245,000.00	1.65 %	\$ 1,010.63	Certificate of Deposit	05/07/16	05/07/21	Monthly
90348JAR1	57565	UBS BK USA Salt Lake City UT	\$ 245,000.00	1.50 %	\$ 918.75	Certificate of Deposit	07/13/16	07/13/21	Monthly
38762PBN1	10918	Grant County Bank	\$ 245,000.00	2.35 %	\$ 5,875.00	Certificate of Deposit	08/10/16	08/10/21	Semi-Annual
313663N76		Federal Natl Mtg Assn	\$ 1,000,000.00	1.85 %	\$ 1,133.13	Certificate of Deposit	11/23/16	11/23/21	Semi-Annual
0606QXG4	33681	Bank Baroda New York	\$ 245,000.00	1.55 %	\$ 961.00	Certificate of Deposit	11/23/16	11/23/21	Monthly
35907XCW5	15545	Frontier BK Madison NE	\$ 248,000.00	1.75 %	\$ 1,071.88	Certificate of Deposit	11/30/16	11/30/21	Semi-Annual
92834CC86	11763	Vision Bank Iowa West	\$ 245,000.00	2.05 %	\$ 1,255.63	Certificate of Deposit	12/09/16	12/09/21	Semi-Annual
58733ADN6	22953	Mercantile Commerce Bank Ntl	\$ 245,000.00	2.20 %	\$ 1,347.50	Certificate of Deposit	12/30/16	12/30/21	Semi-Annual
33767AR78	30387	Firstbank PR Santurce CTF Dep	\$ 245,000.00	2.50 %	\$ 1,531.25	Certificate of Deposit	01/18/18	01/18/22	Semi-Annual
61747MG54		Morgan Stanley BK N.A.	\$ 245,000.00	2.00 %	\$ 1,225.00	Certificate of Deposit	02/28/17	02/28/22	Monthly
06647JAK0	18129	Bank Newport Rhode Island	\$ 245,000.00	2.10 %	\$ 1,286.25	Certificate of Deposit	03/10/17	03/10/22	Monthly
219232CN3	13198	Cornerstone Bank	\$ 245,000.00	2.40 %	\$ 1,470.00	Certificate of Deposit	04/07/17	04/07/22	Semi-Annual
87164YQ83	27314	Synchrony Bank Retail	\$ 245,000.00	2.40 %	\$ 1,470.00	Certificate of Deposit	04/12/17	04/12/22	Monthly
949763GF7	3511	Wells Fargo Bank	\$ 245,000.00	2.35 %	\$ 1,439.38	Certificate of Deposit	05/03/17	05/03/22	Semi-Annual
02587CEM8	35328	American Express Federal Savings	\$ 245,000.00	2.15 %	\$ 1,316.88	Certificate of Deposit	05/12/17	05/12/22	Monthly
88241TBK5	20099	Texas Exchange Bank	\$ 490,000.00	2.15 %	\$ 2,633.75	Certificate of Deposit	05/12/17	05/12/22	Monthly
31366G4U3		Federal Natl Mtg Assn	\$ 245,000.00	2.45 %	\$ 1,500.63	Certificate of Deposit	06/21/17	06/21/22	Semi-Annual
856285AW1	33682	State Bank India New York	\$ 245,000.00	2.35 %	\$ 1,439.38	Certificate of Deposit	08/08/17	08/08/22	Semi-Annual
795450A70	58177	Sallie Mae Bank Salt Lake City, UT	\$ 247,000.00	2.35 %	\$ 1,451.13	Certificate of Deposit	08/23/17	08/23/22	Semi-Annual
02587DV47	24741	American Bank Centurion	\$ 247,000.00	2.35 %	\$ 1,451.13	Certificate of Deposit	09/20/17	09/20/22	Semi-Annual
14042RHM6	4297	Capital One Natl Assn	\$ 245,000.00	2.15 %	\$ 1,316.88	Certificate of Deposit	10/12/17	10/12/22	Monthly
319141HU4	4297	First Bank Highland	\$ 245,000.00	2.30 %	\$ 1,408.75	Certificate of Deposit			
62384RAB2	24692	Mountain Amer Fed	\$ 245,000.00						



CITY OF BRAWLEY
INVESTMENT ACTIVITY REPORT
As of March 31, 2018



MultiBank Securities Purchases, as of 3/31/2018 (sorted by maturity date - Continued)

CUSIP	FDIC	Financial Institution	Purchase Price	% Yield	Estimated Qtrly Earnings	Type of Purchase	Purchase Date	Maturity Date	Interest Earnings
33715LAV2	19976	First Technology Fed	\$ 245,000.00	2.25	\$ 1,378.13	Certificate of Deposit	10/16/17	10/17/22	Monthly
06740KLD7	57203	Barclays BK Del	\$ 245,000.00	2.30	\$ 1,408.75	Certificate of Deposit	10/18/17	10/18/22	Semi-Annual
20033AXSO	57570	Comenity Capital Bank	\$ 245,000.00	2.30	\$ 1,408.75	Certificate of Deposit	10/23/17	10/24/22	Monthly
01748DAY2	58629	Allegiance BK	\$ 245,000.00	2.20	\$ 1,347.50	Certificate of Deposit	11/03/17	11/03/22	Monthly
87270LAY9	34775	TIAA FSB Jacksonville	\$ 245,000.00	2.20	\$ 1,347.50	Certificate of Deposit	11/21/17	11/22/22	Semi-Annual
38148PT00	33124	Goldman Sachs	\$ 245,000.00	2.50	\$ 1,531.25	Certificate of Deposit	11/29/17	11/29/22	Semi-Annual
45581EAP6	24387	Industrial & COML	\$ 245,000.00	2.50	\$ 1,531.25	Certificate of Deposit	12/22/17	12/22/22	Monthly
			\$ 11,992,000.00		\$ 60,501.38				
Total Investment Portfolio			\$ 32,164,838.57		\$ 128,847.38				

Interest Earnings Comparison, as of 3/30/2018 (cumulative)				% Yield	Interest Earnings	Statement Balance
First Imperial Credit Union		Investment Amt	\$ 1,000,000.00	1.50	\$ 8,392.86	\$ 1,008,392.86
First Imperial Credit Union		\$ 1,000,000.00	\$ 1,000,000.00	1.50	\$ 8,392.86	\$ 1,008,392.86
Community Valley Bank		\$ 1,000,000.00	\$ 1,000,000.00	1.01	\$ 17,794.95	\$ 1,017,794.95
Sun Community Federal Credit Union		\$ 1,000,000.00	\$ 1,000,000.00	1.50	\$ 46,694.75	\$ 1,046,694.75
Sun Community Federal Credit Union		\$ 1,500,000.00	\$ 1,500,000.00	1.61	\$ 4,870.81	\$ 1,504,870.81
MultiBank Securities - CDs/U.S. Government Bonds (est. annual)		\$ 11,992,000.00	\$ 11,992,000.00	1.99	\$ 242,005.50	\$ 12,234,005.50
		\$ 17,492,000.00		\$	\$ 328,151.73	



CITY OF BRAWLEY
INVESTMENT ACTIVITY REPORT
As of June 30, 2018



Financial Institution	Purchase Price	% Yield	Quarterly Earnings	Type	Purchase Date	Maturity Date	Interest Earnings
Local Agency Investment Fund (LAIF)	\$ 14,727,430.37	1.90 \$	69,882.77				Quarterly
Sun Community Federal Credit Union	\$ 1,000,000.00	1.50 \$	3,893.07	Certificate of Deposit	07/19/17	07/19/18	Monthly
First Imperial Credit Union	\$ 1,000,000.00	1.50 \$	3,748.09	Certificate of Deposit	09/08/17	09/08/18	Monthly
First Imperial Credit Union	\$ 1,000,000.00	1.50 \$	3,748.09	Certificate of Deposit	09/08/17	09/08/18	Monthly
Sun Community Federal Credit Union	\$ 1,500,000.00	1.61 \$	6,010.97	Certificate of Deposit	01/17/18	01/17/19	Monthly
Community Valley Bank	\$ 1,000,000.00	1.31 \$	2,594.31	Certificate of Deposit	06/10/17	06/10/19	Monthly
	\$ 20,227,430.37		\$ 89,877.30				

MultiBank Securities Purchases, as of 6/30/2018 (sorted by maturity date)

CUSIP	FDIC	Financial Institution	Purchase Price	% Yield	Estimated Qtrly Earnings	Type of Purchase	Purchase Date	Maturity Date	Interest Earnings
634116CC9	18734	National Bank New York	\$ 245,000.00	1.50 \$	918.75	Certificate of Deposit	12/30/14	12/28/18	Semi-Annual
33621JAY4	29058	First Savings Bank NW	\$ 245,000.00	1.45 \$	888.13	Certificate of Deposit	02/13/15	02/13/19	Monthly
20786AAY1	57919	Connecticut Bank Englewood	\$ 245,000.00	1.85 \$	1,133.13	Certificate of Deposit	12/30/14	12/30/19	Monthly
254672NC8	5649	Discover Bank	\$ 248,000.00	1.90 \$	1,178.00	Certificate of Deposit	05/06/15	05/06/20	Semi-Annual
45780PAL9	90250	Institution for Savings	\$ 247,000.00	2.05 \$	1,265.88	Certificate of Deposit	07/31/15	07/31/20	Monthly
29266NS32	57293	Enerbank USA Salt Lake City, UT	\$ 245,000.00	1.75 \$	1,071.88	Certificate of Deposit	10/16/15	10/16/20	Monthly
31938QP57	15229	First Business Bank Madison, Wisc	\$ 245,000.00	1.80 \$	1,102.50	Certificate of Deposit	10/16/15	10/16/20	Semi-Annual
32082B8E1	4365	First Merchants Bank	\$ 245,000.00	2.26 \$	1,384.25	Certificate of Deposit	11/18/15	11/18/21	Semi-Annual
05580ADF8	35141	BMW BK North, Salt Lake City, UT	\$ 245,000.00	1.55 \$	949.38	Certificate of Deposit	01/21/16	01/21/21	Semi-Annual
40434AK65	57890	HSBC BK USA	\$ 245,000.00	1.65 \$	1,010.63	Certificate of Deposit	02/19/16	02/19/21	Semi-Annual
95960NUJ7	9123	Western ST BK	\$ 245,000.00	1.50 \$	918.75	Certificate of Deposit	02/26/16	02/26/21	Monthly
319461JAR0	57966	First Choice BK	\$ 245,000.00	1.00 \$	612.50	Certificate of Deposit	03/16/16	03/16/21	Semi-Annual
48123YD50	628	JP Morgan Chase Bank	\$ 245,000.00	1.70 \$	1,041.25	Certificate of Deposit	04/06/16	04/06/21	Semi-Annual
140420XR6	33954	Capital One Bank USA	\$ 200,000.00	1.75 \$	875.00	Certificate of Deposit	05/05/16	05/05/21	Monthly
981571CE0	57079	Worlds Foremost Bank	\$ 245,000.00	1.00 \$	612.50	Certificate of Deposit	05/20/16	06/07/21	Monthly
48040P8E4	9325	Jonesboro ST Bank	\$ 245,000.00	1.65 \$	1,010.63	Certificate of Deposit	06/07/16	06/07/21	Monthly
90348JAR1	57565	UBS BK USA Salt Lake City UT	\$ 245,000.00	1.50 \$	918.75	Certificate of Deposit	07/13/16	07/13/21	Monthly
38762PBN1	10918	Grant County Bank	\$ 1,000,000.00	2.35 \$	5,875.00	Certificate of Deposit	08/10/16	08/10/21	Semi-Annual
31366G3N76		Federal Natl Mtg Assn	\$ 245,000.00	1.85 \$	1,133.13	Certificate of Deposit	11/23/16	11/23/21	Semi-Annual
0606QXG4	33681	Bank Baroda New York	\$ 245,000.00	1.55 \$	961.00	Certificate of Deposit	11/23/16	11/23/21	Monthly
35907XCW5	15545	Frontier BK Madison NE	\$ 248,000.00	1.75 \$	1,071.88	Certificate of Deposit	11/30/16	11/30/21	Semi-Annual
92834CCB6	11763	Vision Bank Iowa West	\$ 245,000.00	2.05 \$	1,255.63	Certificate of Deposit	12/09/16	12/09/21	Semi-Annual
58733ADN6	22953	Mercantil Commerce Bank Ntl	\$ 245,000.00	2.20 \$	1,347.50	Certificate of Deposit	12/30/16	12/30/21	Monthly
33767AR78	30387	Firstbank PR Santurce CTF Dep	\$ 245,000.00	2.50 \$	1,531.25	Certificate of Deposit	01/18/18	01/18/22	Semi-Annual
61747MG54		Morgan Stanley BK N.A.	\$ 245,000.00	2.00 \$	1,225.00	Certificate of Deposit	02/28/17	02/28/22	Monthly
06647JAK0	18129	Bank Newport Rhode Island	\$ 245,000.00	2.10 \$	1,286.25	Certificate of Deposit	03/10/17	03/10/22	Monthly
219232CN3	13198	Cornerstone Bank	\$ 245,000.00	2.40 \$	1,470.00	Certificate of Deposit	04/07/17	04/07/22	Semi-Annual
87164YQB3	27314	Synchrony Bank Retail	\$ 245,000.00	2.40 \$	1,470.00	Certificate of Deposit	04/12/17	04/12/22	Monthly
949763GF7	3511	Wells Fargo Bank	\$ 245,000.00	2.35 \$	1,439.38	Certificate of Deposit	05/03/17	05/03/22	Semi-Annual
02587CEM8	35328	American Express Federal Savings	\$ 245,000.00	2.15 \$	1,316.88	Certificate of Deposit	05/12/17	05/12/22	Monthly
88241TBK5	20099	Texas Exchange Bank	\$ 490,000.00	2.15 \$	2,633.75	Certificate of Deposit	05/12/17	05/12/22	Monthly
31366G4U3		Federal Natl Mtg Assn	\$ 245,000.00	2.45 \$	1,500.63	Certificate of Deposit	06/21/17	06/21/22	Semi-Annual
856285AW1	33682	State Bank India New York	\$ 245,000.00	2.35 \$	1,439.38	Certificate of Deposit	08/08/17	08/08/22	Semi-Annual
795450A70	58177	Sallie Mae Bank Salt Lake City, UT	\$ 247,000.00	2.35 \$	1,451.13	Certificate of Deposit	08/23/17	08/23/22	Semi-Annual
02587DV47	27471	American Bank Centurion	\$ 247,000.00	2.35 \$	1,451.13	Certificate of Deposit	09/20/17	09/20/22	Semi-Annual
14042RHM6	4297	Capital One Natl Assn	\$ 245,000.00	2.15 \$	1,316.88	Certificate of Deposit	10/12/17	10/12/22	Monthly
319141HUA	4297	First Bank Highland	\$ 245,000.00	2.30 \$	1,408.75	Certificate of Deposit			
62384RAB2	24692	Mountain Amer Fed	\$ 245,000.00	2.30 \$					



CITY OF BRAWLEY
INVESTMENT ACTIVITY REPORT
As of June 30, 2018



MultiBank Securities Purchases, as of 6/30/2018 (sorted by maturity date - Continued)

CUSIP	FDIC	Financial Institution	Purchase Price	% Yield	Estimated Qtrly Earnings	Type of Purchase	Purchase Date	Maturity Date	Interest Earnings
33715LAV2	19976	First Technology Fed	\$ 245,000.00	2.25	\$ 1,378.13	Certificate of Deposit	10/16/17	10/17/22	Monthly
06740KLD7	57203	Barclays BK Del	\$ 245,000.00	2.30	\$ 1,408.75	Certificate of Deposit	10/18/17	10/18/22	Semi-Annual
20033AXSO	57570	Comenity Capital Bank	\$ 245,000.00	2.30	\$ 1,408.75	Certificate of Deposit	10/23/17	10/24/22	Monthly
01748DAY2	58629	Alliance BK	\$ 245,000.00	2.20	\$ 1,347.50	Certificate of Deposit	11/03/17	11/03/22	Monthly
87270LAY9	34775	TIAA FSB Jacksonville	\$ 245,000.00	2.20	\$ 1,347.50	Certificate of Deposit	11/21/17	11/22/22	Semi-Annual
36148PTQ0	33124	Goldman Sachs	\$ 245,000.00	2.50	\$ 1,531.25	Certificate of Deposit	11/29/17	11/29/22	Semi-Annual
45581EAP6	24387	Industrial & COML	\$ 245,000.00	2.50	\$ 1,531.25	Certificate of Deposit	12/22/17	12/22/22	Monthly
			\$ 11,992,000.00		\$ 60,501.38				
Total Investment Portfolio			\$ 13,492,000.00		\$ 66,512.35				

Interest Earnings Comparison, as of 6/30/2018 (cumulative)

	Investment Amt	% Yield	Interest Earnings	Statement Balance
First Imperial Credit Union	\$ 1,000,000.00	1.50	\$ 8,392.86	\$ 1,008,392.86
First Imperial Credit Union	\$ 1,000,000.00	1.50	\$ 8,392.86	\$ 1,008,392.86
Community Valley Bank	\$ 1,000,000.00	1.31	\$ 20,389.26	\$ 1,020,389.26
Sun Community Federal Credit Union	\$ 1,000,000.00	1.50	\$ 50,587.82	\$ 1,050,587.82
Sun Community Federal Credit Union	\$ 1,500,000.00	1.61	\$ 10,881.78	\$ 1,510,881.78
MultiBank Securities - CDs/U.S. Government Bonds (est. annual)	\$ 11,992,000.00	1.99	\$ 242,005.50	\$ 12,234,005.50
	\$ 17,492,000.00		\$ 340,650.08	

*Estimated average earnings.